

## **UCL Application Guidance**

### **Postgraduate Certificate in Child and Young Persons Psychological Wellbeing Practice**

All applicants to the Child and Young Persons Psychological Wellbeing Practice, Pg Cert programme will be required to undertake Postgraduate Certificate level training at University College London alongside a work placement.

Please note that you will need to submit an application to University College London for a place on the programme, in addition to the job application that you make to the relevant service.

On successful entry to the programme, all trainees will be required to attend teaching for up to three days per week. The programme is delivered in conjunction with the Anna Freud Centre where most of the teaching will be based at Rodney Street; lectures will sometimes be based at Kings College London Campus in Denmark Hill. Students will be taught using a combination of lecture style workshops and small group seminars. Assessment on the programme will comprise of a combination of written, oral and video assessments. On successful completion of the programme, students will graduate with a Postgraduate Certificate in Child and Young Persons Psychological Wellbeing Practice.

#### **Entrance Criteria**

Applications to the programme will be reviewed against the following criteria:

- A minimum of a second-class Bachelor's degree from a UK university or an overseas qualification of an equivalent standard in a relevant subject (e.g. psychology)
- Motivation to undertake and complete the programme
- If your education has not been conducted in the English language, you will be expected to demonstrate evidence of an adequate level of English proficiency. Further information can be found on our English language requirements page at <http://www.ucl.ac.uk/prospective-students/graduate/life/international/english-requirements>. The English language requirement for this programme is: Good

*Please note that applications will not be considered from applicants who are formally registered (or re-sitting examinations) for another programme of study at UCL or any other Higher Education Institution.*

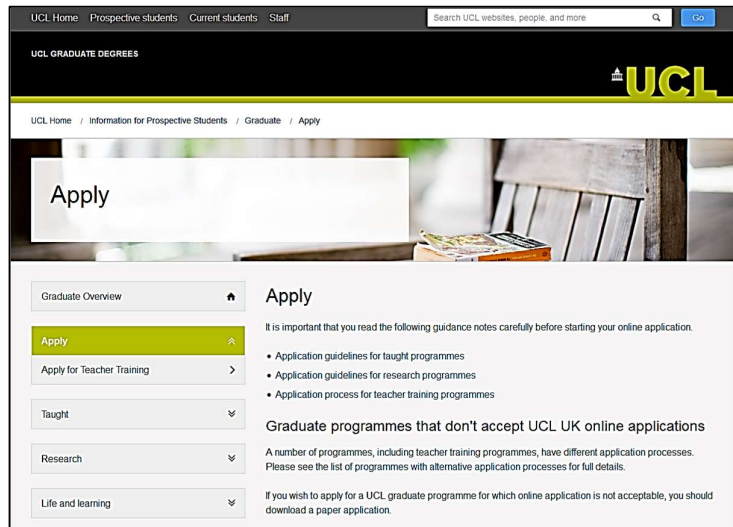
## Making an application

Please follow the steps provided below to complete your online application. This application should be submitted in addition to the job application.

Please click on the following link:

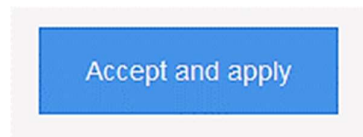
<http://www.ucl.ac.uk/prospective-students/graduate/apply>

You will get to this page:

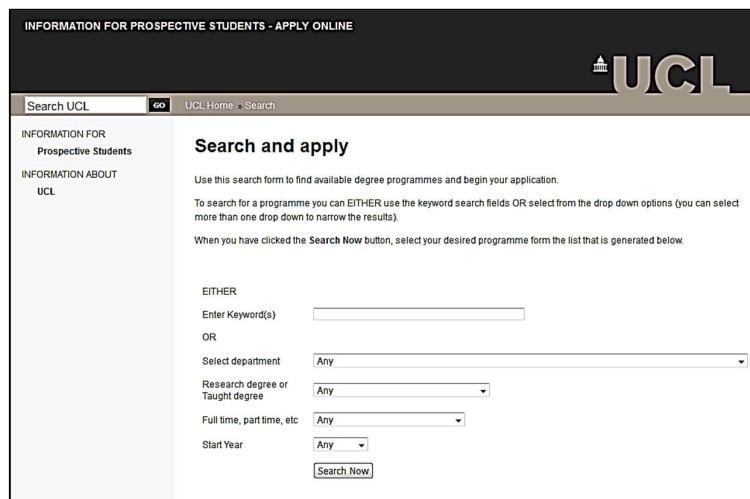


The screenshot shows the 'Apply' page for UCL Graduate Degrees. The page has a dark header with 'UCL GRADUATE DEGREES' and the UCL logo. Below the header is a navigation menu with 'UCL Home', 'Information for Prospective Students', 'Graduate', and 'Apply'. The main content area features a large 'Apply' button and a sidebar with a menu: 'Graduate Overview', 'Apply', 'Apply for Teacher Training', 'Taught', 'Research', and 'Life and learning'. The 'Apply' section contains a heading 'Apply' and a paragraph: 'It is important that you read the following guidance notes carefully before starting your online application.' Below this are three bullet points: 'Application guidelines for taught programmes', 'Application guidelines for research programmes', and 'Application process for teacher training programmes'. There is also a section titled 'Graduate programmes that don't accept UCL UK online applications' with a paragraph: 'A number of programmes, including teacher training programmes, have different application processes. Please see the list of programmes with alternative application processes for full details.' At the bottom, there is a note: 'If you wish to apply for a UCL graduate programme for which online application is not acceptable, you should download a paper application.'

Scroll down to the end of the page, and click the blue 'Accept and Apply' button:



You will get to this page:



The screenshot shows the 'Search and apply' page for UCL. The page has a dark header with 'INFORMATION FOR PROSPECTIVE STUDENTS - APPLY ONLINE' and the UCL logo. Below the header is a search bar with 'Search UCL' and a 'GO' button. The main content area features a heading 'Search and apply' and a paragraph: 'Use this search form to find available degree programmes and begin your application. To search for a programme you can EITHER use the keyword search fields OR select from the drop down options (you can select more than one drop down to narrow the results).' Below this is a section titled 'When you have clicked the Search Now button, select your desired programme from the list that is generated below.' There are two options: 'EITHER' and 'OR'. The 'EITHER' option has a text input field for 'Enter Keyword(s)'. The 'OR' option has four dropdown menus: 'Select department' (Any), 'Research degree or Taught degree' (Any), 'Full time, part time, etc' (Any), and 'Start Year' (Any). A 'Search Now' button is located at the bottom right of the search form.

Enter the following programme information and click on 'Search Now':

EITHER

Enter Keyword(s)

OR

Select department

Programme Type

Full time, part time, etc.

Start Year

You will get several matching programme options. Click on 'Apply Now' for the **PG Cert Child and Young Persons Psychological Wellbeing Practice 2019/20** (TCPPSYSCYW01).

TCPPSYSCYW01	PG Cert Child and Young Persons Psychological Wellbeing Practice Division of Psychology and Language Sciences	Part-time	2019/20	<input type="button" value="Apply now &gt;"/>
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You will get to this page:

Your application

Selected Programme(s)	Code	Sequence	Start date	Mode of Attendance	Academic Year
1 PG Cert Child and Young Persons Psychological Wellbeing Practice	TCPPSYSCYW01	0004	24-Jan-2020	PART-TIME	2019

Returning user?

Type a username and password to login. Your username is the email address you registered with.

Username

Password

New user?

Click below to register as a user.

If you have not used the system previously, Click on 'New User':

New user?

Click below to register as a user.

You will get to this page:

Your application					
Selected Programme(s)	Code	Sequence	Start date	Mode of Attendance	Academic Year
1. PG Cert Child and Young Persons Psychological Wellbeing Practice	TCPPSYSCYW01	0004	24/Jan/2020	PART-TIME	2019

New User Details	
<small>Please enter your personal details carefully and check they are correct before proceeding. If you do not proceed beyond this screen and confirm your personal details your account will not be created and you will need to begin a new application when you are ready to proceed. After you have confirmed your details and started your application you can save your application at any point and return to it when you wish. There is no application fee due for this programme.</small>	
Forenames <small>名</small>	<input type="text"/>
* Last (surname/family) name <small>姓</small>	<input type="text"/>
* Date of birth (dd/month/yyyy)	<input type="text"/> <small>Please select</small> <input type="text"/>
* Personal email address	<input type="text"/> <small>Please enter and confirm a personal email address. This will be your username when accessing the UCL Online Application Service.</small>
* Confirm personal email address (Username)	<input type="text"/>
* Password	<input type="text"/> <small>Please choose and confirm a password for accessing the UCL Online Application Service. The password should contain 6 - 30 characters, a mixture of letters and numbers.</small>
* Confirm password	<input type="text"/>
<input type="button" value="Cancel"/> <input type="button" value="Proceed"/>	

Proceed by filling in your information. You can return to continue your application at any time, once you have set up an account.

For more guidance and help, follow the link below:  
<http://www.ucl.ac.uk/prospective-students/graduate/apply>

## Personal Statement

As part of your online application, we would like you to write a personal statement of up to 1000 words.

Please include:

- The service that you are applying to alongside this application
- Why would you like to complete this programme?
  - Personal motivation
  - Career relevance
- Describe any relevant experience you have in the field
- How would you cope with the academic demands of the programme?

## Interviews

Upon submission of your two applications, your job application will be considered and you will be informed of whether you have secured an interview with the service. The interview will consist of questions from the service and from the University and the final decision on your application will be made by the employer and the university in collaboration.

## Further Queries

If you have further questions please contact the UCL CYP IAPT office for queries relating to the programme:

Abena Adi

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