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| **Post Qualifying Courses Application Form** |  |

Many thanks for your interest in Iron Mill College and our courses! This application form is for the **Post Qualifying Diploma in Counselling Young People, Diploma in Supervision, Diploma Creative Arts Therapies, Advanced Diploma in Transpersonal Therapy and Post Qualifying Diploma in Eating Disorders** only. You can also complete your application online on the relevant course web page at [www.ironmill.co.uk](http://www.ironmill.co.uk).

If you need support filling in your form, please contact Amanda Murrell (amanda.murrell@ironmill.co.uk), Learning Support Officer, who will be happy to help.

**Your details**

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| **First name:** |  |
| **Surname:**  |  |
| **Preferred name:** (if different from above) |  |
| **Full postal address:** (including post code) |  |
| **Email address:** |  |
| **Preferred phone number:** |  |

**Post qualifying course you are applying for** (please specify)

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| **Please tick:** (as appropriate) | **Name of post qualifying course:** | **My venue / day of choice:** (delete as applicable) | **Start date:** |
|  | Post Qualifying Diploma in Counselling Young People (11-18 years) | Exeter / Poole |  |
|  | Diploma in Supervision | Exeter / Poole  |  |
|  | Diploma Creative Arts Therapies | Exeter / Poole  |  |
|  | Post Qualifying Diploma in Eating Disorders: Brain, Body and Mind | Exeter  |  |
|  | Advanced Diploma in Transpersonal Therapy: Bringing Mindfulness to Relationship | Exeter |  |

I confirm that I have read and agree to the Terms and Conditions of the Student Agreement and the Finance Agreement available on the Iron Mill College web site at [www.ironmill.co.uk/student-services/student-agreements](http://www.ironmill.co.uk/student-services/student-agreements).

**Signed**: **Date:**

**References**

Please provide the names of two referees. Your referees should know you well enough to write about you and your suitability for study. The referee should not be a family member, other relatives or friends. One of your referees should be a supervisor if you have one. An employer, health professional or tutor can also provide references. We reserve the right to contact referees.

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| **Referee 1 name:** |  |
| Email: |  |
| Relationship to you: |  |

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| **Referee 2 name:** |  |
| Email: |  |
| Relationship to you: |  |

**Disclosure**

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|  | **Yes / No:** (delete as appropriate) |
| **Have you ever been subject to expulsion from a professional body?** | Yes / No |
| **Have you ever been the subject of a disciplinary process with a professional body or in a place of work?** | Yes / No |
| **Have you ever been convicted of a criminal offence (including any spent conviction, caution, or bind-over order)?** | Yes / No |

Answering ‘yes’ to these questions will not necessarily prevent you from successfully gaining a place on the course; however, failure to disclose at this stage, or making a false or an inaccurate declaration, may result in termination of your training. If you have answered ‘yes’ to any of these questions, we will contact you for further details and to discuss your individual situation.

**Course eligibility criteria**

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| **Post Qualifying Diploma in Counselling Young People ONLY** | **Please tick to confirm:** |
| Please confirm you are qualified as a counsellor or psychotherapist with professional membership of the BACP or UKCP (or equivalent): |  |
| Please give details (including dates) of this membership: |

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| **Diploma in Supervision, Diploma Creative Arts Therapies, Post Qualifying Diploma in Eating Disorders: Brain, Body and Mind or Advanced Diploma in Transpersonal Therapy ONLY** | **Please tick to confirm:** |
| Please confirm you are qualified in a relevant mental health, health and / or wellbeing profession: |  |
| Please give details (including dates) of any relevant professional membership(s) you hold: |

If you are unsure as to whether you meet the eligibility criteria for your chosen course, please see the relevant course web page for further details (at [www.ironmill.co.uk](http://www.ironmill.co.uk)), or contact the Admissions Team(admissions@ironmill.co.uk), who will be happy to help you.

**Personal statement**

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| **Please tell us briefly about yourself and why you are applying for this course, with reference to your experience in a relevant helping profession:**(approximately 300 words) |
| (please continue on additional sheets if necessary) |

**Additional requirements**

For Post Qualifying courses we will require you to provide additional documents, to give evidence of some of the information you have submitted in this form. Once you have submitted your application, we will write to let you know about any such additional requirements for your chosen course, which you will then need to send to us so we can confirm your place.

**Disability, mental health, health and learning support**

If you have an ongoing health condition, a mental health diagnosis, a disability or have learning support needs, we recommend that you let us know as early as possible. We will contact you to discuss your requirements in relation to the selected course and discuss the support and facilities available.

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| **Please outline any such support requirements here, and our Learning Support Officer will contact you for further information and discussion:** |
| (please continue on additional sheets if necessary) |

**Where you heard about us**

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| **Please tell us where you first heard about Iron Mill College:** |
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| **Please tell us where you first heard about this particular course:** |
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**Deposit and fees**

Please confirm that you have paid the applicable deposit for this course by ticking the appropriate statement below (please note, your application cannot be processed until this payment has been made). Please see relevant course web page at [www.ironmill.co.uk](http://www.ironmill.co.uk) for full details of deposit due.

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|  | **Please tick:** (as appropriate) |
| **By credit / debit card over the phone:** |  |
| **By credit / debit card in person at Iron Mill College:** |  |
| **By electronic bank transfer:** (please contact us for bank details) |  |
| **By cheque posted to Iron Mill College / enclosed with this form:** |  |
| **By cheque in person at Iron Mill College:** |  |
| **In cash in person at Iron Mill College:** |  |

Please confirm which payment option you would like to choose, following the payment of the applicable deposit (as above). Please see relevant course web page at [www.ironmill.co.uk](http://www.ironmill.co.uk) for full details of payment options and schedules.

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|  | **Please tick:** (as appropriate) |
| **Option 1:** Deposit, thenfull balance of fees paid in advance of the course start |  |
| **Option 2:** Deposit, thenbalance of fees paid in 2 equal instalments (we will contact you with information about how to set up direct payments from your bank) |  |
| **Bespoke Payment Plan:** Deposit, thenbalance of fees paid in instalments which I have agreed in advance with Iron Mill College, paid as direct payments from your bank |  |

Please email your completed application form and a passport size photo to admissions@ironmill.co.uk, or post to Iron Mill College, 7 Barnfield Crescent, Exeter, Devon, EX1 1QT.

Thank you for your application. We will be in touch within the next few days to confirm we have safely received your application, and to let you know what happens next. We look forward to seeing you soon!