



Information Sheet for CPCAB Level 3 Counselling Skills, 2021-2022

The course is accredited by the Counselling and Psychotherapy Central Awarding Body (CPCAB) which is a nationally recognised awarding body specialising in the field of counselling. Tameside, Oldham and Glossop Mind have delivered CPCAB courses since 2018.

Entry requirements

- Candidates are required to complete and return the application form, to include a referee.
- Candidates to have successfully completed a Level 2 Counselling Skills course or evidence suitable Recognised Prior Learning (**see below**)
- (CSK-L2) of at least 75 Guided Learning Hours (GLH). GLH are hours which learners have been instructed or taught by tutor or participating in training under guidance of tutor or similar.

Recognised Prior Learning or RPL)

If a level 2 Counselling Skills certificate is not already achieved, individual cases of equivalent **Recognised Prior Learning** will be considered, using information provided on the application form, the reference, at interview and further discussion, if necessary. Emphasis is on evidencing application of practical counselling skills (active listening, conveying empathy, working within boundaries and valuing diversity).

Application Process

Following submission of the application form, candidates will usually be invited for a brief and informal online meeting with the course tutor.

Class sizes

There are places for up to 15 candidates to join this cohort. Once places are filled, we will run a reserve list, in case of a place becoming available close to the beginning of the course.

Course dates and times (provisional)

The course is scheduled to run beginning on 21st September 2020 and end 18th January 2022 and to include 15 sessions and up to 2 holiday breaks scheduled throughout the course. The course will run 13:00-20:00 on Tuesdays (with comfort breaks included).

Delivery media for the course

The course delivery may begin with 100% online delivery (using the Zoom platform.) When it is safer to do so (according to Covid-19 Safety Guidelines) we intend to resume delivery to face to face in Ashton.

This decision will be based on government guidelines and risk assessments for our building and in accordance with the requirements of the awarding body, CPCAB.

Fees

The total fee for the course (registration) is under review and is likely to exceed £900 per person. We are currently not able to offer a concessionary rate, nor Advanced Learner Loans. Learners may make the full payment or pay a deposit of £300 by an agreed date, followed by the remainder spread over five equal monthly instalments (September, October, November, December 2021 and January 2022).

Offers and Confirmation of places

Following interview, if an offer of a place is made, Learners are required to confirm acceptance of the place and either to make the full payment or to ensure the deposit is made followed by monthly instalments (see above).

Assessment and other information

Internal Assessment of this course is evidenced by creation of a portfolio of evidence that learners are supported to produce through weekly submissions of work (mostly written work). Evidence is required to show understanding and skills development assessed against 7 Learning Outcomes. For more detail, please see

https://www.cpcab.co.uk/public_docs/cst-l3_candidate_guide

External Assessment is set by CPCAB and will take place at our Wellbeing Centre in Ashton (subject to safety guidelines).

Session Structure and focus

Sessions will be structured to include class group work and taught sessions; smaller group work; skills practice triads; individual reflection and peer supervision groups with tutor support/facilitation. Homework for completion during sessions will be set and is estimated to require an additional 2-4 hours' study per week, on average.

The course is designed to expand upon learners' understanding and knowledge of counselling skills by introducing learners to:

- ethical and safe practice within counselling agencies
- counselling theories and how these enhance understanding of self and clients
- explore mental health and mental ill health
- an exploration of the role of research within counselling practice

By the end of the course, we aim to have supported you to:

- improve your active listening skills
- work more effectively in groups
- understand demands of a counselling course and commitment required
- experience self-growth through personal development opportunities
- use developing counselling skills in the work environment and relationships

Progression Routes

This qualification is intended for candidates who have already acquired a recognised qualification in counselling skills (usually Level 2) and want to take the next step in training towards becoming a counsellor.

The Level 3 Certificate in Counselling Studies is designed as a pre-practitioner training for professional counselling qualifications. Following successful completion of the Level 3 Certificate in Counselling Studies, learners will have the underpinning knowledge and skills required to undertake the next step, Level 4 or above, which will then include a supported placement within a counselling organisation, to attain 100 or more supervised client hours, before being qualified ethically to work as a counsellor.

We are currently not offering the Level 4 course but can support with individuals' applications to other providers.

If you have additional questions relating to the course, we will be happy to try to answer them if you get in touch. Please contact by email in the first instance: trudijackson@togmind.org