



COSCA (Counselling & Psychotherapy in Scotland)

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COSCA Training/Qualifications Mapping: Training Provider Application Form

This proforma should be completed by Training Providers who wish to apply to have their counselling training/qualifications mapped by COSCA for the purpose of individual membership applications.

Counselling and counselling skills courses that meet our training standards will be mapped onto our Equivalent Training /Qualifications Database. The training standards that are required to be met are outlined in this application form.

The completed application should be signed and emailed to COSCA at christina@cosca.org.uk. This must be accompanied by appropriate evidence indicating where the course content meets each of the criteria as identified within the application. This could include a student handbook, course handbook, syllabus or overview. Training providers and applicants will be informed of the application outcome in writing.

Please note that COSCA does not accept Counselling courses that are delivered fully online as evidence of training. Courses that are delivered in a blended format with the majority of the course delivered face to face may be acceptable.

Please only complete the sections that are relevant to your level of course.

1. Contact Details of Training Provider

Name of Training Provider:	
Name of Contact (current/former employee):	
Designation of Contact:	
Address:	
Telephone/Fax Number:	
Email Address:	
Website:	

2. Course Details

Full Name of Course:	
Level of Course (Certificate/Diploma/Other):	
Academic Rating (Level/Credits) <i>(if applicable):</i>	
Academic Awarding Body <i>(if applicable):</i>	
Accrediting/Validating Body <i>(if applicable):</i>	
Number of tutor contact hours <i>(see table below)</i>	
Format of delivery - ratio of online to face to face <i>(if applicable):</i>	
Number of Practice Placement Hours <i>(see table below)</i>	
Supervision Ratio <i>(see table below)</i>	

Training/Qualifications Requirements

Membership Category	Minimum Tutor Contact Hours	Minimum Practice Placement Hours <i>(not incl. in tutor contact hours)</i>	Recommended Supervision Ratio <i>(not requisite)</i>
Counsellor/Practitioner/ Accredited Counsellor	300	100	1:6
Counsellor Member (Organisation)	150	60	1:6
Counselling Skills	120	N/A	N/A

3. Core Competencies for Counselling Training/Qualifications (Diploma or Equivalent)

Based on the National Occupational Standards for Counselling, COSCA has identified 12 core competencies for fitness to practice counselling, which must be included in any mapped course. Using the table below, please cite the relevant parts of your course that meet each competence. **Please also submit a copy of your student handbook if available.** You must submit appropriate evidence indicating where the course content meets each of the criteria as identified within the application. This could include a student handbook, course handbook, syllabus or overview.

Core Competence	Corresponding part of course and evidence (e.g location with student handbook etc)
to enter and understand the world of another person and to be authentically present for him/her in the therapeutic relationship	
to understand the counselling relationship and process in theory and in practice	
to establish and maintain a therapeutic relationship	
to work coherently within a theoretical model that informs the counselling practice	
to be ethical and accountable in all aspects of practice	
to use supervision for development of self-awareness and safety of clients	
to recognise and respond to one's needs and limits in relation to professional competence, boundaries and personal circumstances	
to value and support difference and diversity	
to understand, recognise and integrate personal and professional values and be accepting of the challenge of difference	
to work with risk, resilience and change	
to have an awareness and understanding of issues of personal and professional power and authority	
to tolerate uncertainty and the unknown.	

4. Training Content Requirements for Endorsed Training (for Counsellor Member (Organisation) Category of Membership)

COSCA has identified essential training content areas that must be included in any training that is mapped in relation to the Counsellor Member (Organisation) category of membership. It is a requirement that each element must be delivered with a clear understanding of the client context.

Using the table below, please cite the relevant parts of your course that meet each competence. **Please also submit a copy of your student handbook if available.**

Training Element	Corresponding part of course
Counselling theory and process	
Counselling Skills	
Self awareness	
Personal development	
Ethics	

5. Learning Outcomes and Core Competences for Counselling Skills Courses

The COSCA Certificate in Counselling Skills course includes Learning Outcomes and Core Competences for each of its 4 modules. These are listed in the course outline document, which can be found on our website (www.cosca.org.uk) under 'Courses' 'Counselling Skills'.

Please cite the relevant parts of your course that meet each learning outcome and core competence. **You must submit this or suitable alternative evidence e.g course handbook, syllabus, course overview etc a copy of your student handbook if available.**

6. Declaration

I declare that:

- To the best of my knowledge and belief the information provided in this application is correct
- I have the authority of the above named organisation to apply to COSCA for mapping of the named course

Signed: Please insert your electronic signature.	
Name:	
Designation:	
Date:	

Internal Use Only

Approved/Not approved	
Membership category	
Date	
Initials	