

Application for Accreditation or Accreditation-Pending of Training Course in Sexual and Relationship Therapy

Document Reference: CA2

This form is to be used in conjunction with the CA3 COSRT document which sets out the criteria and procedures for accreditation:

Are you applying for :

Course accreditation - ☐

Course accreditation – pending ☐

Name of course:	
Course duration:	
Date of last accreditation (if applicable):	

The following documentation must be attached (three copies of each) and sent to the Business Manager's Office at COSRT:

1. Course syllabus.
2. Course publicity.
3. Reading lists.
4. List of teaching team with brief CVs including qualifications, practice and teaching experience, professional background and current work setting.
5. Copies of any reports on the course, including those from the external examiner.
6. Information about complaints procedures.
7. Details of
 - Any upheld complaints in any relevant organisation (e.g. BACP, UKCP, HCPC etc) against the course or anyone teaching or supervising in the faculty.
 - Any complaints in progress in any relevant organisation (e.g. BACP, UKCP, HCPC etc) against the course or anyone teaching or supervising in the faculty.

Please provide full details on a separate sheet.

8. Any other course documentation and material that the applicants consider helpful to the Assessors.
9. Evidence of University validation if applicable
10. Equalities policy.
11. Trainee handbook.
12. Course insurances.
13. **Fee of £500 is payable for course accreditation-pending**

Fee of £1,500 for course accreditation - first accreditation

Fee of £1000.00 subsequent accreditation

Payment is by BACS –

Sort Code:

Account Number:

Name of Account:

Your Reference:

or

Cheque enclosed for:

Signed by Course Director:

- Course Director:
- Contact personnel:
- Correspondence address:
- Telephone contacts:
- E-mail address:

