

UKCP Bursary 2023 guidelines

A message from the UKCP chair

I am delighted to launch this year's UKCP Bursary, a fund created to support those training to become UKCP psychotherapists and psychotherapeutic counsellors who need financial assistance.

Every qualified UKCP practitioner helps hundreds, if not thousands, of people in their lifetime. The more people we can encourage into the profession, the more potential help there is for those in need.

Training to be a psychotherapist or psychotherapeutic counsellor can be costly. In addition to tuition fees, there are other associated expenses including supervision and personal therapy. Our aim is not just to help individuals complete their courses, but also to grow the highly skilled psychotherapeutic workforce to meet the emotional needs of the UK public.

If you are in need of financial assistance, we look forward to receiving your application.

Kind regards

Dr Christian Buckland
UKCP chair



Introduction

The UKCP Bursary is a fund created to support those studying and training to be psychotherapists and psychotherapeutic counsellors and who may need financial assistance. UKCP has offered bursaries to support student and trainee members for the past eight years and we are pleased to announce the launch of the UKCP Bursary 2023. We would like to invite all eligible candidates to apply.

Bursaries will be awarded in amounts of £750 per successful applicant and will be paid directly to their training organisation. Awards will be based on assessments of financial needs and personal circumstances of eligible UKCP students and trainees who will, in the opinion of the bursary panel, contribute to the psychotherapy or psychotherapeutic counselling profession.

Eligibility and requirements

To be eligible, applicants must:

- be a registered UKCP student or trainee member
- be enrolled in a UKCP-accredited course
- ensure that their training organisation provides a statement of support for their application
- ensure that a professional reference is provided (this could be from a supervisor, academic tutor, clinical professional, mentor, previous employer, etc)
- demonstrate a genuine commitment to the psychotherapy or psychotherapeutic counselling profession
- not be in receipt of a different bursary for the same course in the same academic year.

As part of our aim to improve equality and diversity practice within the profession, we especially welcome applications from UKCP students and trainees who meet the criteria above and who:

- need financial support due to their personal circumstances (for example, being a single parent, low-income household, carer or similar)
- come from groups which are under-represented in the profession, including people who have Black, Asian and minoritised ethnic backgrounds, a disability, or those who identify as lesbian, gay, bisexual, non-binary and/or transgender.

The award of £750 is a contribution towards training fees and is paid directly to the training organisation. Those who have completed all parts of their training are not eligible to apply.

Timeline

- Thursday, 8 June 2023, 10am: applications open
- Thursday, 6 July 2023, noon: applications close
- Thursday, 13 July 2023, noon: deadline to submit statements of support and professional references
- Monday, 31 July 2023: bursary panel to make final decisions
- Monday, 7 August 2023: applicants notified whether they have been successful or not

Application process

The application process for the UKCP Bursary 2023 is managed by UKCP. By submitting a bursary application, candidates agree to the terms and conditions of the UKCP Bursary 2023 as set out in this document.

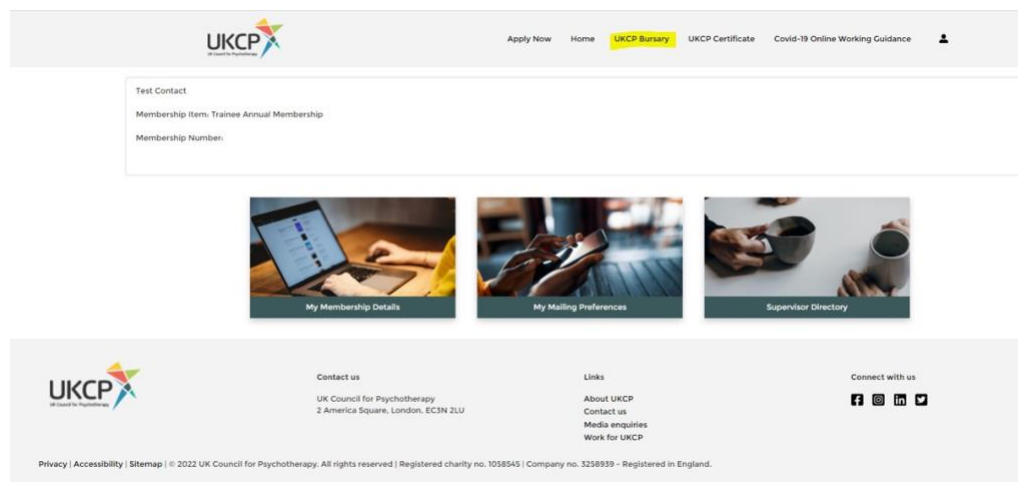
Unfortunately, not all bursary applications are successful due to the volume of applications and the funds available. The decisions of the bursary panel are final and not subject to appeal. The panel is unable to provide feedback.

UKCP student and trainee members will not be able to claim a refund of their membership fees if they cancel their membership following an unsuccessful bursary application.

If successful, the award will be paid directly to the applicant's training organisation. No payments will be made to applicants.

Application form

The application process is online. The application form will be available in the [members' area](#) of the UKCP website when applications open on Thursday, 8 June 2023.



We aim to minimise unnecessary intrusion into private matters. To determine eligibility, the application form seeks to find out only the necessary personal details, financial circumstances, course information (title, duration, dates, etc) and professional aspirations.

For the bursary application to be considered, applicants must ensure that we receive a statement of support from their training organisation and a professional reference. After the application is submitted through the members' area, applicants will receive a confirmation email containing unique links to collect the training organisation's statement of support and the professional reference. These links will lead to forms containing information that their referees will need: the applicant's full name and membership number. **Applicants must ensure that their referees complete and submit the forms before the deadline.**

Applicants will receive email confirmations when their training organisation and professional referee complete their submissions. We would advise applicants to keep an eye out for these two confirmation emails, particularly when the deadline approaches and contact their referees if they are not received.

For any further questions about the application process, please email bursary@ukcp.org.uk.

The selection process and UKCP bursary panel assessment

After the deadline for submissions, the UKCP bursary co-ordinator will anonymise all completed applications and send them to the UKCP bursary panel.

The UKCP Board of Trustees has delegated decision-making powers to the UKCP bursary panel. The panel comprises of:

- a nominated UKCP trustee (bursary panel chair)
- a nominated representative of the UKCP Professional Regulatory Committee of the Colleges and Faculties (PRCCF)
- a nominated representative of the UKCP Education, Training and Practice Committee (ETPC)
- a UKCP Honorary Fellow (nominated by the UKCP chair)
- a lay person who is not a UKCP member, not a practitioner and not already on any UKCP committee or board (nominated by the UKCP Board of Trustees).

The UKCP bursary panel will meet online or in person to assess bursary applications. On occasion, it may be necessary for a UKCP bursary panel member to contact an applicant or referee to ensure the information is being correctly interpreted and the assessment is fair.

The UKCP bursary panel will decide which applicants should receive a bursary. The awards will endeavour to reflect UKCP's commitment to diversity and equality, and reflect UKCP's cross-modality culture. Please be aware that not all UKCP bursary applications are successful and the decisions of the UKCP bursary panel are final and not subject to appeal or to feedback.

Award and follow-up

Once the bursary panel has made its decisions, applicants will be informed of the outcome of their application by email.

We may ask successful applicants to provide an anonymised testimonial once they qualify to promote the UKCP Bursary in the future. This could include, for example, an interview for our *New Psychotherapist* magazine, press releases or written information for our website, perhaps with a photograph. Withholding consent will not affect the applicant's chance of success.

Changes in circumstances

Withdrawal from training or inability to complete the course

Where a recipient of a bursary withdraws from or ceases to be able to complete their training course, they must notify UKCP by emailing bursary@ukcp.org.uk as soon as possible and no later than one month after they have withdrawn from the course. The bursary must be repaid in full if the applicant does not complete the course. Bursaries are not transferable to other individuals or within a training organisation.

Training organisation not delivering the course

Where UKCP becomes aware that a student or trainee is not able to complete the course because it has been cancelled by their training organisation, the UKCP bursary award will be terminated from a date which UKCP considers appropriate in the circumstances. The UKCP bursary award is not transferable. The recipient must notify UKCP by emailing bursary@ukcp.org.uk as soon as possible and no later than one month after their training was cancelled by their training organisation. The UKCP bursary panel will determine the impact on the bursary award on a case-by-case basis.

Other changes

All other changes of circumstance (for example, illness, injury, maternity, etc) should be reported to UKCP by emailing bursary@ukcp.org.uk as soon as possible. The UKCP bursary panel will determine the impact on the bursary award on a case-by-case basis.

Frequently asked questions

Q: Am I eligible for a bursary if I am currently on a UKCP-accredited training course but not registered as a UKCP student or trainee member?

A: To apply, you must have an active UKCP student or trainee membership. This will allow you to access the application form which is in the members' area of our website.

Q: Can I apply for UKCP student or trainee membership at the same time as applying for a UKCP bursary?

A: New membership applications must be processed by UKCP and approved by the training organisation before a bursary application can be submitted. We strongly encourage prospective UKCP students and trainees to apply for their memberships as soon as possible so that the bursary application can be completed before the deadline.

Q: Can my UKCP student/trainee membership application be fast-tracked to meet the deadline for the UKCP Bursary?

A: We are not able to prioritise any application over others. If you do not have an active UKCP student or trainee membership by the deadline of the UKCP Bursary, you will not be able to access the application form in the UKCP members' area of our website.

Q: Am I eligible for a bursary if I am a full-clinical member?

A: This bursary is designed to support students and trainees. To be eligible, you must be a registered UKCP student or trainee member.

Q: Can the bursary be paid directly to the applicant?

A: Payments can only be made to training organisations providing the applicant's UKCP-accredited course.

Q: Am I still eligible for a bursary if I am in receipt of another source of funding that is not a bursary, such as a grant?

A: This will be at the panel's discretion. All sources of income must be declared on the application form.

Q: Am I eligible for a bursary if I have finished my training course but I am still registered as a UKCP student or trainee?

A: This is not possible as the bursary is paid directly to your training organisation towards the fees for your course.

Q: Can my bursary application be fast-tracked if there is a deadline for my training course?

A: We are not able to prioritise any bursary applications over others.

Q: Can I apply for a bursary award for multiple trainings?

A: You can only apply for one UKCP-accredited training at one training organisation.

Q: Is there an approved list of trainings for the UKCP Bursary?

A: Applicants on any UKCP-accredited training are eligible to apply for the UKCP Bursary.