



NOTES FOR COMPLETING THE D PSYCH SC APPLICATION

Overall application

1. Please complete the application form with a word processor and append additional pages as necessary.
2. Please do not alter the section headings in the application form and complete every section fully taking account of specific directions given in these notes.
3. Please return 10 copies of your application by the closing date with a non-returnable application fee of €50 made payable to the D Psych Sc Clinical Psychology Programme. Return your application to: Muriel Keegan, Programme Administrator, D Psych Sc Clinical Psychology Programme, Room G205C, UCD School of Psychology, Newman Building, University College Dublin, Belfield, Dublin. Applications must be received on or before 5.00p.m. Friday 20th November 2009.
4. Enquiries about the course may be made to the Course Administrator, Muriel Keegan at Telephone: +353-1-716-8120. E- Mail: clinicalpsychology@ucd.ie, or Muriel.keegan@ucd.ie
5. For each of the 10 copies of the application form, on the front page, insert a passport photo in the top right hand corner in the designated space or scan a passport size photo onto each copy.
6. On the first page give names, correspondence addresses, phone numbers and email addresses of two referees who may be contacted if you are offered an interview. One reference should be an academic and the second should be an employment reference (i.e. someone who is in a position to give a reference on your clinical abilities). References will be collected subject to an offer of a place on the programme
7. Double check that you have addressed all items on the checklist before submitting your application.
8. Sign the declaration on all 10 copies of your application.

Section 1. Sponsorship preferences

9. On page 2, indicate your sponsoring agency preferences by placing the number 1 beside your first preference, the number 2 beside your second preference and the number 3 beside your third preference and so on. Information on sponsoring agencies is available at their websites or by email contact. If you are offered a place on the course, every effort will be made to arrange for you to be sponsored by your preferred agency. If you are offered a place on the course you will be required to complete most of your placements in your sponsoring agency and to spend 3 years after graduation working in that agency. Your selected sponsors are your prospective employers for the next 6 years, therefore they will be interested in the reasons you give for your sponsorship preferences. State your reasons succinctly and do not exceed 300 words. (These procedures which have been in operation for trainees on the UCD clinical psychology course over the past number of years, are all subject to review in light of future national developments in the funding of clinical psychology training.)

Section 2. Secondary school education

10. On page 3 in section 2, list the subjects (such as maths, physics, geography etc.) in which final year secondary school exams (such as the leaving certificate or A levels) were taken. For each subject, give the Grade (A, B, C etc.), Level (higher or lower) and Points received. Then calculate your total point score.

11. For A levels calculate your average percentage by summing scores and dividing by the number of subjects taken. For example if you obtained 80% in Maths, 60% in Physics, and 70% in Biology, your average percentage would be $\{80+60+70\}/3=210/3 = 70\%$.

12. For candidates educated outside Ireland and the UK, also specify results in oral and written exams taken to evaluate competence in using the English language.

Section 3. Primary degree in psychology

13. On page 3 in section 3, specify the level at which your primary degree (such as BA or BSc) or psychology postgraduate conversion diploma (such as H Dip Psych) was awarded (e.g. 2.1) and the overall percentage (e.g 68%).

14. Also specify if your degree confers eligibility for graduate registration with the Psychological Society of Ireland. Most honours degrees in psychology from universities in Ireland and the UK confer eligibility for PSI. However, if you are uncertain about this, contact PSI.

15. On the application form indicate that you have included a photocopy of your course transcript and a photocopy of your birth certificate if you received your degree from a college other than UCD.

16. If you have previously attended UCD please give your Student Number.

Section 4. Postgraduate degree in psychology

17. On page 3 on section 4, specify if you have been awarded masters or doctoral postgraduate degrees in research psychology, counselling psychology, psychotherapy, health psychology, organizational psychology and educational psychology. Give the level at which your degree was awarded (e.g. second class honours) and the percentage (e.g. 68%).

18. Indicate the proportion of the programme that involved coursework, placement and research by, for example noting coursework=80%, placement = 0%, research= 20% for a taught masters degree in health psychology, with much coursework and a minor thesis.

19. If you are undertaking a research degree such as an M Litt or PhD, indicate when you expect to graduate as accurately as possible

20. Indicate that you have included a photocopy of your course transcript and a photocopy of your birth certificate if you received your degree from a college other than UCD.

21. If you have previously attended UCD please give your Student Number.

Section 5. Other training

22. On page 4 in section 5 list all other primary and postgraduate degrees, certificates, diplomas, training experiences, CPD workshops and so forth.

23. Accurately indicate the number of days training involved in certificate courses and workshops.

24. For diplomas and degrees indicate the number of academic years study involved.

25. Include items directly relevant to psychology (for example, a workshop on counselling skills) but also items with less direct relevance such as a diploma in drama.

26. Do not list items here that are covered in previous sections. For example, do not list workshops on therapy skills you attended that were part of your masters degree course in psychotherapy.

Section 6. Relevant research experience

27. In section 6 on page 4, list all relevant research experience including undergraduate research projects, graduate research projects, clinical research assistant experience, computing skills & qualifications, statistics qualifications, theses, presentations, publications, & technical reports.

28. Do not cite your work as In Press, unless it has been accepted for publication by a journal or publisher.

29. Short listing judgements are made on how well you have used available opportunities for research.

Section 7. Relevant clinical work

30. In section 7 on page 5, list all relevant clinical work experience including work done before, during and since obtaining a primary degree in psychology.

31. For each post, clearly indicate the duration of employment in months, the name and address of your employer, the post held, the number of hours per week worked, and whether the work was paid or unpaid.

32. For each post, very briefly list the main responsibilities associated with each post and the main competencies or skills you developed in the job relevant to practicing as a clinical psychologists, for example, interviewing skills.

33. If you include undergraduate or postgraduate placement experiences here, specify this.

Section 8. Other work experience

34. In section 8 on page 6, list all other work experience including casual jobs or other work done before, during and since obtaining a primary degree in psychology.

35. For each post, clearly indicate the duration of employment in months, the name and address of your employer, the post held, the number of hours per week worked, and whether the work was paid or unpaid.

36. For each post, very briefly list the main responsibilities associated with each post and the main competencies or skills you developed in the job, for example, dealing with customers.

Section 9. Personal statement and other information

37. In section 9 on page 6 outline in no more than 300 words your reasons for applying for clinical training and any other information which you consider relevant to your application.

38. If you wish you may indicate here that you have sat the graduate record exams (general and psychology) and have had the results sent to Muriel Keegan Course Administrator, D Psych Sc Clinical Psychology Programme, Room G205C, School of Psychology, Newman Building, University College Dublin, Belfield, Dublin 4. This is not a requirement at present, but if you take these exams and have the results sent to us, they will be considered as information relevant to your application.