



Admissions Policy

1.0 Introduction

Matrix has an overarching aim to facilitate excellence in counselling. We do this through the provision of high-quality training. We aim to create a facilitative learning environment and provide high quality teaching. We have a robust quality assurance programme, and support students to develop in the integration of the self and integration of the learning.

The Matrix policy for admission should be read alongside our Equality, Diversity and Inclusion Policy, the Matrix Recognition of Prior Learning (RPL) policy, the Student Selection and Recruitment Policy and the Assessment of Literacy Criteria.

2.0 Values

Matrix is committed to opposing discrimination and all applicants who fulfil the following criteria will be invited for interview.

Applicants are interviewed by two senior members of staff.

Group size is generally restricted to 15. Applicants will be offered a place in a group on receipt of the deposit and signed contract

3.0 Criteria for invitation to interview and admission to the programme

Counselling training is demanding both personally and academically.

We acknowledge that counselling training attracts learners who may not have formal academic qualifications. Completion of three sections (each written in over 500 words) required on the application form will:

- a) demonstrate the applicant's academic thinking and writing level, this is assessed by the admission team using the Assessment of Literacy criteria, and
- b) provide evidence of the applicant's suitability for the training, this will be assessed by the admission team and an interview will be offered to those applicants who show the qualities listed in bullet points below.

Invitation to interview and admission to the programme is based on evidence and demonstration of following criteria:

- Ability to reflect on strengths and personal qualities as well as negative characteristics which may impede their learning (on application form and at interview).
- Ability to articulate their motivation for training (on application form and at interview).
- Must be able to demonstrate motivation and commitment to learning and self-development and show a willingness to explore their defensive processes (at interview).
- Must be able to show evidence of an understanding of relational qualities such as, empathy, congruence and unconditional positive regard and be aware of any difficulties they may have with these.

- Must demonstrate an ability to cope with both the academic requirements and experiential components of the course – by completion of application form and at interview.
- Must show an awareness of the social context within which counselling takes place and show an open attitude to issues of race, class, gender, ethnicity, sexual orientation whilst recognising the impact their history may have on their views.
- Must demonstrate personal readiness for the demands of the training.

Entry point for Year 1

- A number of years' work and life experience
- Completion of application form
- Two satisfactory character references
- A successful interview

Entry point for Year 2 is based on the following criteria:

- A number of years' work and life experience
- Completion of application form
- Fulfil requirement of the RPL policy for entry into Year Two
- Two character references describing the applicant's suitability for entry to this level of training; one from the *most recent* previous academic training
- A successful interview

Entry point for Year 3 is based on the following criteria:

- A number of years' work and life experience
- Completion of application form
- Fulfil requirement of the RPL policy for entry into Year Three
- Two character references describing the applicant's suitability for entry to this level of training; one from the *most recent* previous academic training
- A successful interview

4.0 Group dynamics

To ensure the best possible environment for learning we will not knowingly allow siblings, couples, or family members or relations into the same year group.

5.0 English language entry requirements

For applicants whose first language is not English, we require evidence of English language proficiency as part of the application to study with us.

This should be in the form of an English Language Test. We accept:

- IELTS with minimum grade 6.0 (with 5.5 in all components)
- Cambridge Proficiency Certificate with minimum grade C
- Cambridge Certificate in Advanced English with minimum grade B

6.0 Why we ask for additional information

It is a condition of study that students must be assessed as able to meet the personal demands of the course. They must also be able to complete the placement element of the course. Applicants should be aware that if they are unable to complete the placement element of the course, they will not be eligible to complete the full course or receive the BSc (Hons) award. The responsibility for securing a placement lies with the student.

Applicants are encouraged to contact the Principal before submitting an application to discuss informally the potential implications any conditions, treatment for addiction, criminal convictions or other circumstances that may have on their ability to undertake the training or work clinically with clients.

The decision whether to offer a placement rests with the placement provider (and not Matrix) and as part of their decision on whether to offer a placement opportunity, placement providers will consider their general suitability (which may, where relevant and appropriate in accordance with the Equality Act 2010, include consideration of the student's current and past physical and mental health). This process is separate from the Matrix 'Readiness to Practice' process (see <https://matrix.ac.uk/compliance/>).

7.0 Criminal convictions

The decision whether to offer a placement rests with the placement provider (and not Matrix) and as part of their decision on whether to offer a placement opportunity, placement providers will undertake a DBS check on the student. If a student has a criminal conviction this may impact the likelihood of gaining a clinical placement.

Document name	Admissions Policy		
Owner	Principal	Review Lead	Quality Manager
Approving Committee	Ops Team		
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