Welcome to ACAP

- ACAP is a leader in applied psychology education in Australia and has been in operation for more than 29 years.
- We offer specialist courses in counselling, psychology, coaching and people management.
- You will be taught by highly qualified teaching staff with practical experience and up-to-date industry knowledge.
- We offer small class sizes and ‘real life’ learning.

Read on to find out more about studying at ACAP.
OUR VISION FOR ACAP

By 2020 ACAP will be recognised and trusted as a leading tertiary education institution in applied psychology and related fields throughout Australia and the region.

Message from the Principal and General Manager of the Australian College of Applied Psychology

Welcome to the Australian College of Applied Psychology (ACAP). We are proud to be in our 29th year of teaching applied psychology and helping to prepare our students to change lives – to make a difference.

Our team of experienced academics and industry professionals are committed to delivering a practical learning environment and the latest in work practices and industry developments. We provide a unique educational experience based on hands-on learning. Our philosophy is simple: The best way for you to learn about human interaction is to interact.

Whether you want to build more effective communication and team management skills, or get the qualifications you need to practise as a counsellor, psychologist, case worker or coach, our aim is to produce graduates who can take the skills they learn at ACAP and apply them immediately in the workforce.

You can choose to study on-campus at one of our centrally located city campuses, by flexible delivery or both. Whichever you choose, our support team will provide you with the necessary academic and personal support throughout your studies to achieve your goals.

I look forward to welcoming you to ACAP.

Andrew Little
Principal and General Manager
Australian College of Applied Psychology
About us

ACAP specialises in providing accredited courses in applied psychology, which is the study and application of how people interact and what motivates their actions.

Our key focus areas are:

• Counselling
• Psychology
• Coaching
• People Management

College registration and course accreditation

ACAP is a nationally registered training organisation and higher education provider and provider of higher education courses to overseas students. CRICOS provider codes: 01328A (NSW), 02565B (QLD), 02829E (VIC). RTO number 0500. All courses delivered by ACAP that lead to a higher education award issued by ACAP are recognised in the Australian Qualifications Framework (AQF). AQF qualifications are recognised all around Australia and by other countries. Further information about AQF qualifications is available at aqf.edu.au.

ACAP is a Member of the Australian Council for Private Education and Training (ACPET). ACPET is the national industry association for independent providers of post-compulsory education and training, for Australian and international students.

ACAP is also a member of approved Tuition Assurance Scheme for Australian domestic students and conforms to the requirements of the Tuition Protection Service (TPS) established by the Australian Government for overseas students. This assures current and intending students of ACAP courses that lead to an ACAP issued AQF award that they will be offered a suitable alternative course or have unspent course money refunded if ACAP cannot provide the course for which the student has paid. Further information about ACAP’s tuition assurance arrangements is available at acap.edu.au/Costs.html.

Ethical standards

ACAP undertakes to act at all times in a professional and ethical manner. Staff of the College must abide by the professional standards expected of education and training providers communicated in ACPET’s Code of Ethics. Staff are also expected to abide by the ethical standards relevant for their profession. For further information refer to acap.edu.au/Quality-and-Accreditation.html.

Staff and students of the College planning to undertake human research must obtain research approval through the ACAP’s Human Research Ethics Committee (HREC) before commencing the research. ACAP’s HREC is registered with the National Health and Medical Research Council (NHMRC). For further information refer to acap.edu.au/research.html.

Quality assurance

ACAP has established a Quality Framework, which sets out the common principles, criteria and processes for quality assurance at ACAP. This framework is reflective of Australian Government regulatory and quality standards for sustainable and responsible tertiary education. The framework blends the provision of consistent, quality, learning and pedagogy with the need for continuous improvement. For further

Information on ACAP’s Quality Framework contact ACAP’s Quality and Accreditation services at accred@acap.edu.au.

Professional recognition

ACAP seeks professional accreditation of its course qualifications with professional bodies, where relevant, to ensure ACAP courses meet the training standards of the profession and to enable ACAP graduates to progress towards professional registration for practice in their profession upon graduation.

The College’s Bachelor of Applied Social Science (Counselling) and Graduate Diploma of Counselling courses have been accredited by the Psychotherapy and Counselling Federation of Australia (PACFA).

The College’s Bachelor of Psychological Science, Bachelor of Psychological Science (Honours), Graduate Diploma of Psychological Science, Graduate Diploma of Psychology, Graduate Diploma of Professional Psychology and Master of Psychology (Clinical) courses have been conditionally accredited by the Australian Psychology Accreditation Council (APAC). This provides graduates of these courses with certainty that these course qualifications meet the training standards of APAC. In Australasia, APAC sets the standards for psychology training and accredits courses of study and the organisation delivering the accredited courses. APAC accredits all new courses with “conditional accreditation”.

For further details go to acap.edu.au.
"The best thing about studying at ACAP is the convenience of the city campus and the flexibility to study when it suits you. The small classes make it very personalised and interactive."

My ACAP: Craig Arnold Bachelor of Applied Social Science
Why choose Applied Psychology?

Applied psychology looks at how people interact with each other and the community as a whole, what motivates people's actions and how to deal with individuals in any setting.

Counselling
Counselling and psychotherapy are professional activities that utilise an interpersonal relationship, including the self of the practitioner, to enable clients to develop self understanding and make changes in their lives. Counselling may involve intervening with clients' current concerns, immediate crises, or long-term difficulties. The work may be short-term or long-term, depending on the nature of the difficulties, and may involve working with individuals, couples, families or groups. Counsellors take account of the cultural and socio-political context in which the client lives and how these factors affect the presenting problem. Professional practitioners value such differences and avoid discrimination on the basis of these aspects of identity.

To practice in this profession requires in-depth training to integrate theory and practice. Our higher education counselling courses are accredited by the Psychotherapy and Counselling Federation of Australia (PACFA). This ensures that when you graduate you have recognition and credibility within the counselling profession as well as the skills needed to work as a counsellor, or in a counselling related field. Through an evidence-based and philosophically grounded framework you will acquire understanding of and knowledge about human behaviour, advanced interpersonal skills, therapeutic capacities, and ethical and professional boundaries.

Psychology
Psychology is the scientific study of the human mind and behaviour. The knowledge base of psychology is developed through creating and testing theories about what determines how people think, feel and behave at an individual, group, organisational and community level.

Psychology graduates build careers in areas where a knowledge of psychology and well-developed research and writing skills are valued such as health and social welfare, social policy and research, market research, human services, disability and ageing, mental health services, juvenile justice, immigration and refugee support services.

Some graduates continue their study in psychology with the aim of becoming registered psychologists and others undertake further specialist study for careers in diverse areas such as allied health, teaching and business.

Our higher education Psychology degrees have conditional accreditation by the Australian Psychology Accreditation Council (APAC). This provides graduates of these courses with certainty that these course qualifications meet the training standards of APAC.

Coaching
Modern challenges such as achieving your full potential or balancing work and life, have led to a huge growth in life coaching, executive coaching, personal coaching and performance coaching. This emerging field draws on positive psychology theories.

As a graduate of our coaching course, you can support others in achieving their short and long-term goals by developing a positive approach to all areas of their lives.

People management
Leadership and the ability to successfully manage people are not innate qualities. They need to be developed, nurtured and practised. Our management courses are specifically designed to make you a better leader by giving you the skills to motivate people and get the best out of each individual. If you wish to improve your people management techniques or want to move into a leadership role, an ACAP management course can help you.
Why choose ACAP?

Here are just some of the reasons why you should choose to study at ACAP:

Our expertise
ACAP has over 29 years experience in teaching applied psychology with specialist courses in counselling, psychology, coaching and people management.
You will be taught by qualified academics with a wealth of experience in higher education, as well as practising professionals with extensive experience, a thorough knowledge of the disciplines and an understanding of the latest work practices.

Small classes and interactive learning
Our small classes, group discussions, simulations and role-play activities allow you to really get to know your fellow students and teaching staff. Some disciplines include lectures.
The classes emphasise interaction of staff and students and the exchange of ideas and experience and play a key role in helping you achieve your personal and professional goals.

Varied assessment strategies
At ACAP you will spend your time thinking, acting and immersing yourself in new ideas. Assessments give you an opportunity to demonstrate your learning and receive feedback on your progress.
Assessment types vary with each course and some units include examinations. However, the majority of assessments mirror examples from professional practice, such as reports and written assignments, critical reflections, group work, role-plays, laboratory experience and supervised work placements (Student Placement).

Practise your skills while you study and graduate work ready
The Bachelor of Applied Social Science, the Graduate Diploma of Counselling, the Graduate Diploma of Professional Psychology and the Master of Psychology (Clinical) include student placements, which are unpaid work placements in organisations related to your study. Placements allow you to practise your skills in a work environment, meet professionals working in the industry and build valuable experience and referees to add to your resume – before you graduate. Therefore, you graduate with the skills and experience needed to help start your career.

Study where and when it suits you
ACAP offers you the flexibility to study in Australia on-campus in Sydney, Melbourne, Brisbane, or by flexible delivery and on-campus.*
ACAP has three standard study terms per year giving you three opportunities in any one year to start your study.
For term start dates, visit currentstudents.acap.edu.au.

* Rules apply to international students studying on a Student Visa in Australia who wish to study by flexible delivery. See page 6 for details.
Studying at ACAP

At ACAP, you can study on-campus or by flexible delivery.* Regardless of the mode of delivery, the units use the same curriculum and term structure.

On-campus study
Studying on-campus in Australia will not only give you the opportunity to experience life in another country but will allow you to experience our interactive hands-on classes and to get to know your fellow students and teaching staff.

On-campus study requires you to attend one three hour class per week on-campus for each of the units you are studying. So, if you are taking three units you will spend nine hours in classes per week.

Flexible options
When you study at ACAP you don’t just get the advantage of studying at one of our three city campuses, you also get to choose the class time that suits you and the opportunity to mix and match your study modes (subject to availability and visa conditions).

ACAP offers two modes of study: on-campus and flexible delivery. We allow you to mix and match the modes so you get to take some units on-campus while you take others by flexible delivery.*

Online class spaces
ACAP’s online class spaces are central for all students who study at ACAP, whether they study by flexible delivery or on-campus. The class space contains course materials, profiles of fellow class members and the educator and is the place where your educator makes announcements and provides guidance and support. Most assessment is submitted through the online class space for all students and feedback and grades are also located here. For those that study online, the discussion forums allow students to consider questions and work on activities together, often assisting each other and sharing their experiences and thoughts, while tools such as ‘Live Chat’ and ‘Telephone Tutorials’ provide opportunities to connect with your classmates and educator in real time. Course resources are available through written readings and the course manual, which you can read on-screen, print, or in some cases, hard copies can be purchased from selected bookstores.

Technology required
All ACAP students need to have ready access to the internet and a basic understanding of how to use the web and email in order to study at the College. Familiarity with word processing programs like Microsoft Word is also required for preparing and submitting assignments.

* As an international student studying in Australia on a student visa, you are able to take a maximum of 25 percent of your total course by flexible delivery and must be enrolled full-time in at least one on-campus unit in each standard study term.
Gain experience while you study

ACAP offers you the chance to work while you study so that you graduate with experience. The portion of your study that allows you to do this is called Student Placement.

What is a student placement?
A student placement is a period of unpaid work experience included in the Bachelor of Applied Social Science, the Graduate Diploma of Counselling, the Graduate Diploma of Professional Psychology and the Master of Psychology (Clinical) courses and is designed to give you a good overview of the different types of work available in your chosen field.

Why is a student placement important?
It gives you the opportunity to develop a real understanding of the industry in which you want to work. It also lets you take your learning in the classroom and apply it to real situations. This means you have the opportunity to start making a difference in people’s lives by applying the skills you are learning while you’re still studying.

For some of our students, their placement leads to permanent employment with the organisation in which they complete their placement.

Student placements can help you to:
• identify where you would like to work
• increase your confidence and skills
• put the theory you have learned into practice
• network with industry professionals
• gain experience in your chosen field

Choosing a student placement that suits you
ACAP has links with over 600 organisations across Australia, giving you an opportunity to choose a workplace that matches your personal and professional interests.

Below is a list of some of the organisations where our students have undertaken placements:
• Carers NSW
• Enough is Enough
• Blackdog Institute
• YWCA
• Quest for Life
• Relationships Australia
• Mission Australia
• Centacare Family Services
• Salvo Care Line
• Paradise Kids
• Department of Child Safety
• DepressioNet
• Odyssey House
• Jesuit Social Services
• Equity Research
• Initiatives of Change
• Lee Hecht Harrison Career Coaching
• Lifeline
• Wesley Mission

Please note: Placements for students in the Master of Psychology (Clinical) course must be organised with accredited supervisory arrangements through the School of Psychological Sciences.
Campuses

International students can study at any one of ACAP’s three campuses in Sydney, Brisbane and Melbourne. While the quality of teaching and course content is consistent across campuses, each offers a distinctive experience.

Each of our three campuses are in the heart of the city, easily accessible via public transport and just a short walk from parks, cafes and shopping districts. As an international student you are able to study at any of our three campuses* and, if you’d like to travel while you study, we make it easy by allowing you to transfer your studies to another ACAP campus.

When choosing which of ACAP’s three campuses you would like to study at you might want to consider:

• whether the course you want to study is available at the campus
• cost of living
• weather and temperature
• proximity to friends and family currently based in Australia
• what sort of experience of Australia you would like to have

Sydney

Level 5, 11 York Street
Sydney NSW 2000

Sydney is Australia’s largest city, the commercial capital of Australia and home to some of Australia’s most famous landmarks including the Sydney Harbour Bridge, the Sydney Opera House and one of the world’s most famous beaches – Bondi.

ACAP’s Sydney campus is the largest of our three campuses. It is located at Wynyard Green in the heart of Sydney’s Central Business District making it easy to access via public transport.

The Sydney campus is well equipped with a comprehensive library and study area, training and lecture rooms, computer laboratories and facilities for video recording. Additionally, there is a student lounge area and kitchen facility to relax in while you are in between classes.

Melbourne

Level 10, 123 Lonsdale Street
Melbourne VIC 3000

Melbourne is renowned for its diverse range of restaurants, culture, music, arts, and sport. Melbourne also holds a number of premier sporting events and is host to international arts, food, cultural and entertainment festivals each year.

ACAP’s Melbourne campus is in the heart of the CBD. It is conveniently located close to public transport, cafes, restaurants and shops. The Melbourne campus has a number of classrooms, a computer lab, a well-resourced library, student study area and lounge complete with a kitchen fitted with microwave ovens and fridges.

Brisbane

Ground Floor, East Tower
410 Ann Street
Brisbane QLD 4000

Brisbane is Australia’s fastest growing city and if you like sunshine it is the place to be. Brisbane offers all the benefits of a big city, great restaurants, shopping and entertainment, within the relaxed and laid back Queensland lifestyle and only one hour away from the beaches on the Gold Coast and the Sunshine Coast.

The relaxed lifestyle and the cost of living in Brisbane makes it a popular destination for students from all over the world.

The Brisbane campus has fully-equipped class rooms. There is a student recreation room equipped with fridges, microwave ovens and seating.

ACAP’s Brisbane campus is a five minute walk from the Brisbane river and one block from the Central Railway station making it easy to access via public transport.

* Subject to course availability.
ACAP teaching staff

Our teaching staff share our commitment to practical learning and the idea that to develop effective communication and relationship skills you need to put them into practice.

ACAP has over 100 teaching staff delivering courses face-to-face on-campus and by flexible delivery. They are experts in their field, chosen on the basis of their academic qualifications, proven career experience and their ability to engage and interact with students and share their knowledge. They also take a genuine interest in the development of students, watching them grow, not only as practitioners, but as people.

School of Counselling staff

Professor Ione Lewis
Doctor of Philosophy; Graduate Diploma Continuing Education; Bachelor of Social Studies (Social Work); Diploma in Psychotherapy

Ione is the Foundation Professor of Counselling and Psychotherapy and Head of School of Counselling. Ione has been involved in undergraduate and postgraduate counselling, psychotherapy and supervision education and training and supervision of higher degree research students for 17 years and has practised clinically for over 26 years. She is an active researcher in professional identity, the relationship between sexual health and violence, gender, evaluation of women’s health services, supervision and consumer participation in research. Her other research areas include quality of private higher education, the use of client reference groups in research, client perceptions of counselling outcomes, professional identity of counsellors and psychotherapy and parent learning programs.

Ms Eileen Davis
Master of Arts (Psychology); Master of Arts (Education); Bachelor of Arts (Psychology); Diploma of Clinical Hypnotherapy; Certificate of Teaching

Eileen is the Senior Lecturer in Counselling and Psychotherapy (Teaching Scholarship). She was formerly the Academic Director of another training institution for eight years and prior to this was the Director of Studies at ACAP for six years. She has over 35 years experience as an educator and approximately 20 years experience as a registered psychologist. Eileen runs a small private practice in Sydney, specialising in working with loss, anxiety and panic attacks, post traumatic stress disorder, stress management and accelerated learning.

Dr Elizabeth Day
Doctor of Philosophy; Bachelor of Arts (Honours); Advanced Diploma of Relational Gestalt Psychotherapy

Elizabeth is a Senior Lecturer in Counselling and Psychotherapy and the Deputy Head of the School of Counselling. She has 20 years of Higher Education teaching experience including two years at ACAP and before ACAP, at the University of Melbourne and Victoria University. She has research and practice interests in postmodern theories of the subject, phenomenology, field theory and intersubjectivity. Elizabeth is committed to the development and delivery of curriculum that integrates academic theory with experiential rigour in the training of counsellors.

Ms Jenny Coburn
Master of Arts (Communications); Graduate Certificate of Higher Education; Bachelor of Arts (Honours) (Psychology); Certificate IV in Assessment and Workplace Training

Jenny is the Associate Lecturer at the Melbourne campus. Her research interests include what supports student engagement across the student life-cycle, and how educator engagement can affect the learning experience of the student. Jenny is a registered psychologist with 16 years of counselling and assessment experience, predominantly in the alcohol and other drug sector. She has 21 years of experience in teaching and training, having worked with diverse groups in registered training organisations, vocational education and higher education. Jenny was awarded the 2011 ACAP Teaching Excellence Award for her outstanding contribution to education at ACAP and the 2012 ACAP Contribution to College Award.

Ms Ann McDonald
Master of Guidance and Counselling; Graduate Diploma in Teaching

Ann is a Lecturer in Counselling on the Melbourne Campus. Ann has twenty years’ experience teaching adults and has been working with ACAP for the past eighteen months. Her counselling work has included working in child, adolescent and family mental health services within hospitals, in a university counselling service and in private practice. Ann is a Level 4 member of the Australian Counselling Association. She has published in the area of recovered memory and sexual abuse. Her interests include trauma, psychodrama, active methods in education and collaborative counselling.

Dr Kate Briggs
Doctor of Philosophy; Postgraduate Diploma in Arts (History and Philosophy); Bachelor of Arts

Dr Kate Briggs teaches at the Melbourne campus. She is a practising psychoanalyst and member of the Lacan Circle of Melbourne. She has a doctorate in psychoanalytic studies and years of teaching and clinical experience in the US. Kate has been writing in the contemporary arts since she was an undergraduate student, with her essays appearing in catalogues and books such as ‘Radical Revisionism’, and ‘An anthology of writings on Australian Art’. Her book, ‘Extreme Beauty: Approaches to the Real’ will be published by Surplius Press.

Dr Elizabeth Riley
Doctor of Philosophy; Master of Counselling; Graduate Diploma in Counselling; Bachelor of Science; Diploma of Homoeopathy; Certificate IV in Assessment and Workplace Training

Elizabeth is the Counselling and Placement Lecturer at the Australian College of Applied Psychology and has completed her PhD titled: ‘The Needs of Gender Variant Children and Their Parents’ at the University of Sydney. Elizabeth is in private practice specialising in sexuality and gender identity. Elizabeth has published papers in peer-reviewed journals and presented numerous papers and workshops in the areas of sexuality, gender identity and ethics.

Dr Roslyn Smart
Doctor of Philosophy; Bachelor of Arts (Psychology) Honours; Associate Diploma in Community Welfare

Roslyn has taught at ACAP for the past 11 years and received the 2010 ACAP Teaching Excellence Award. Roslyn is also a registered psychologist in private practice. She completed her PhD almost 20 years ago and spent a number of years employed as an academic and researcher. In addition, Roslyn has successfully supervised several PhD, Masters and Honours theses to completion.
School of Psychological Sciences staff

Professor Mike Innes
Doctor of Philosophy; Master of Arts (Honours)
Mike is the Head of School of Psychological Sciences and has taught psychology over many years at several universities in the United Kingdom, the United States and Australia including the University of Adelaide, James Cook University and Murdoch University. Mike is a social psychologist, with interests in areas including the study of persuasion, political behaviour, the behaviour of individuals in groups and organisations and in how thinking, feeling and action intertwine in the lives of people.

Associate Professor
Lynne Harris
Doctor of Philosophy; Master of Psychology (Clinical) Honours; Bachelor of Science (Psychology) Honours
Lynne joined ACAP as Associate Professor of Psychological Sciences after 18 years at the Faculty of Health Sciences, University of Sydney and continues to run a clinical psychology practice part-time. Her research includes studies focused on depression, anxiety (specific phobia, social phobia and obsessive compulsive disorder), work stress and responses to serious medical diagnoses.

Dr Tim Chambers
Doctor of Philosophy; Bachelor of Science (Human Movement) Honours; Bachelor of Science (Psychology) Honours; Graduate Certificate in Career Counselling for Elite Athletes
Tim is a Lecturer and Program Manager of the Elite Athlete Mentoring Program. He spent several years working in the sporting industry, as a coach, performance enhancement consultant, and a career and education officer. His research interests include positive psychology, mentoring, coaching and human factors.

Associate Professor
Ronnie Zuessman
Doctor of Philosophy (Counselling Psychology); Professional Diploma (Counselling); Master of Education (Counselling); Bachelor of Arts (Psychology and Education)
Ronnie has 30 years practice in professional psychology, including postgraduate teaching, research and clinical service delivery. He has held key leadership and management roles in services in Australia and New Zealand. Currently, he is the Clinical Associate Director for the School of Psychological Sciences. He also works in private practice and provides clinical supervision services in the USA, New Zealand and Australia.

Dr Vanessa Beavan
Doctor of Philosophy; Master of Clinical Psychology; Postgraduate Diploma in Clinical Psychology; Bachelor of Arts (Honours)
Vanessa joined ACAP after working as a clinical psychologist in the New Zealand health system. She is a registered clinical psychologist working in the area of psychosis, but also in the treatment of anxiety and depression. She also has extensive experience in adult education and English language teaching. Her Masters degree is from the Universite de Bordeaux, France. She teaches in the clinical and professional postgraduate courses.

Dr Jemma Harris
Doctor of Philosophy; Bachelor of Social Science (Honours)
Jemma has joined ACAP after serving as a research officer at Macquarie University where she was developing tools for the assessment of operators’ expertise within the domain of power control. Her doctoral work was concerned with the assessment of the demands on cognitive skills of pilots in commercial flying. She has a wide range of teaching interests in learning and cognition and in organisational psychology.

Dr Ben Morrison
Doctor of Philosophy; Bachelor of Psychology (Honours)
Ben joined ACAP after working in research programs at the University of Western Sydney and Macquarie University. His research has been concerned with the examination of the processes engaged by experienced criminal investigators when developing offender profiles. He has also worked on the development of databases for the Australian Transport and Safety Bureau and for private electricity providers. He teaches units in assessment and in methods in the undergraduate programs.

Dr Fiona Papps
Doctor of Philosophy; Bachelor of Arts (Honours)
Fiona joined ACAP after returning to Australia from Canada where she served as Head of School of Psychology at the University of Prince Edward Island. She has extensive experience in the fields of life span development and in research methodology. She teaches research methods to students in the undergraduate and honours programs. She has a strong interest in the use of qualitative as well as quantitative methods. She is also a prize winning writer of poetry and non-fiction.

Dr Katie Seidler
Doctor of Philosophy; Master of Psychology (Clinical); Bachelor of Arts (Honours)
Katie is a registered clinical psychologist who is a member of a private clinical practice in Sydney while also teaching in the postgraduate course in clinical psychology. She has extensive experience in the fields of clinical and forensic psychology. She has also worked for the NSW Department of Corrective Services. She teaches units in psychopathology and in communication and culture. She also supervises students in the Bachelor of Psychological Science (Honours) program.

Dr Ester Sendery-German
Doctor of Philosophy; Bachelor of Psychology (Honours)
Ester is a registered clinical psychologist with responsibilities for the supervision of students in the Master of Psychology (Clinical) program and the Graduate Diploma of Professional Psychology. She has major responsibility for the organisation of work placements of students in these programs. She also teaches in units in both the undergraduate and the postgraduate programs in the school.

Dr Ran Shi
Doctor of Philosophy; Bachelor of Psychology (Honours)
Ran joined ACAP after completing a doctoral thesis on the topic of using psychological methodology to investigate the structure of characters in the Chinese language and leading research projects on similar topics in psycholinguistics at the University of Western Sydney. She teaches units in the undergraduate program on learning and memory and on perception and cognition.
Student support

We take our responsibility to support our students seriously. That’s why we aim to give you the best support we can as you make your way through your ACAP course.

ACAP’s interactive approach to teaching as well as our small class sizes builds a community atmosphere in the classroom, which is reinforced through the support services we provide. From the day you enquire, we will assist and support you.

An advisor will help put your study program together, and once you start studying we offer additional academic, personal and student placement support.

Personal support
When undertaking a new course, you may feel the pressures of work, life and study commitments. If this happens our Student Support Counsellors are on hand to offer personal, confidential support and counselling. They can also help you to liaise with staff and, if necessary, provide referral information for ongoing support.

Library services
Our extensive library services and resources support and enhance your learning experience. These resources include access to extensive book collections, computer access, and a range of online resources including electronic books and journals. Our librarians can help with your information and research needs in person at our Sydney, Brisbane and Melbourne campuses, or by email or phone.

Orientation
Orientation is held as term starts and provides an excellent opportunity to become familiar with ACAP, meet staff and fellow students and take a tour of the campus. An online version is available at ‘my.acap’ if you cannot make it to the campus for orientation.

Academic support
As study can be challenging, you might need some assistance with academic writing, referencing or how to find the right information. To help you in these areas we offer academic skills, information literacy, research skills and study skills support through a range of activities and resources such as workshops and webinars, online resources and information, individual learning support, peer mentoring programs and specific activities for those transitioning into the College or through their courses.

As a student you will also have access to the student website which contains academic and administrative information including unit and module outlines, timetables, student support information and campus contacts. The online student portal (my.acap.edu.au) provides students with access to their online class spaces, online enrolment, student webmail and IT Help Desk, as well as their academic grades and personal information.
Undergraduate course information

The Bachelor of Applied Social Science (BAppliedSocialScience) prepares you for work in the profession, through a combination of theoretical study and skills practice in an interactive learning environment comprising small classes, group discussions, activities and role-plays.

We offer:
• Bachelor of Applied Social Science
• Bachelor of Applied Social Science (Counselling)
• Bachelor of Applied Social Science (Management)
• Bachelor of Applied Social Science (Coaching)

Workload
For each unit we recommend an average of 10 hours of study per week. This is made up of:
• one three hour class (on-campus units), or three hours of self-directed learning and interaction with your educator and fellow students (flexible delivery units), and
• a minimum of seven hours per week of self-study, assessment preparation, general research and reading

Assessment
Assessment types vary with each unit. However, in keeping with ACAP’s philosophy, the majority mirror examples from professional practice, such as reports and written assignments, critical reflections, group work, role plays and supervised work placements (Student Placements). Most units involve the submission of two or three formal pieces of assessment.
"I feel I can be more focussed on where I want to go by studying at ACAP and I will be prepared for the workplace when I graduate."

My ACAP: Rita Madik Bachelor of Applied Social Science (Counselling)
Bachelor of Applied Social Science

The Bachelor of Applied Social Science (BAppSocSc) can be taken with a specialisation in Counselling, Coaching or Management or without a specialisation.

Availability
On-campus (Sydney, Melbourne, Brisbane), or by flexible delivery*

Duration
Three years full-time

Units
24

Student placements
Two placements totalling 400 hours

Entry requirements
• Minimum ATAR 65 or equivalent (See page 36-37 for minimum entry requirements)
• Mature age entry (aged 21 years and over) with a 150 word statement

English requirements
IELTS 6.5 with no subset less than 6.0 or equivalent

Why study this course?
The BAppSocSc combines theory and practice in an interactive learning environment which includes small classes involving group discussions, activities and role-plays.

While studying this course you will learn contemporary communication and management theories as well as practical skills and people management tools which you will be able to apply to a variety of occupations.

The BAppSocSc includes two Student Placements which normally take place in your second and third year of study, allowing you to gain experience while you study. This provides you with great networking opportunities and also gives you an advantage when it comes to entering the work place as you will have experience before you graduate.

Course structure
All students enrol in a common first year which is made up of nine core units that are required for completion of any specialisation.

Once you are enrolled in the common first year, you select your specialisation during your third term or after completion of your first five units. The specialisations available at our three campus locations, and by flexible delivery are:

• Counselling
• Management
• Coaching

To complete the BAppSocSc with the Counselling, Coaching or Management specialisation you need to complete 24 units:
• 18 core
• four from your selected specialisation
• two electives, and
• two student placements

To complete the BAppSocSc without a specialisation you need to complete 24 units:
• 18 core
• six electives, and
• two student placements

Please see the course structures for specialisations on pages 16–18 for further details.

Entry to the counselling specialisation
Given the sensitive nature of the counselling industry, students applying to enter the counselling specialisation must:
• undergo an assessment of readiness for the profession before they are accepted into the specialisation
• have completed specific units in the BAppSocSc

There are no additional requirements for the Management or Coaching specialisations or to continue in the Bachelor of Applied Social Science without a specialisation.
# Bachelor specialisations

## Bachelor of Applied Social Science (Counselling)

### Availability

On-campus (Sydney, Melbourne, Brisbane) or by flexible delivery*

### Entry requirements

- Satisfactory completion of the first year of the Bachelor of Applied Social Science, and
- Satisfactory completion of an assessment of readiness for the counselling profession.

### Why study this course?

The BAppSocSc (Counselling) is ideal if you are interested in working as a Counselor in a variety of areas of specialisation or in a counselling related profession. Completing this course will provide you with practical counselling skills and an understanding of the social and environmental contexts that impact on individuals in today’s society.

### Career outcomes

As a graduate of this course you will be well suited to work in areas including counselling, casework and case management, pastoral care, child and youth work, community welfare and support services, conflict resolution, community volunteer programs, addictions, bereavement and loss, migrant services and family and relationship counselling.

### Professional recognition

This course is accredited by the Psychotherapy and Counselling Federation of Australia (PACFA) and is designed to meet their training standards.

### Course structure†

To complete the Counselling specialisation you must successfully complete 24 units (18 core [including first year], four specialisation units, two electives), and two Student Placements.

### Common first year

<table>
<thead>
<tr>
<th>Term 1</th>
<th>Second year</th>
<th>Third year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interpersonal Communications</td>
<td>Counselling Methods 1</td>
<td>Counselling Placement and Supervision 1</td>
</tr>
<tr>
<td>Introduction to Contemporary Society</td>
<td>Developmental Psychology Pre-requisite: Introduction to Psychology</td>
<td>Counselling in Loss Pre-requisite: Counselling Skills 2</td>
</tr>
<tr>
<td>Counselling Skills 1</td>
<td>Developing Professional Practice Pre-requisite: Counselling Skills 2</td>
<td>Elective **</td>
</tr>
<tr>
<td>Organisational Behaviour</td>
<td>Counselling Methods 2 Pre-requisite: Counselling Methods 1</td>
<td>Contemporary Social Issues</td>
</tr>
<tr>
<td>Counselling Skills 2 Pre-requisite: Counselling Skills 1</td>
<td>Social, Legal and Ethical Issues Pre-requisite: Counselling Skills 2</td>
<td>Mental Health Issues Pre-requisite: Social, Legal and Ethical Issues</td>
</tr>
<tr>
<td>Introduction to Psychology</td>
<td>Student Placement 1 (150 hours) Pre-requisite: Developing Professional Practice</td>
<td>Counselling Placement and Supervision 2 Pre-requisite: Counselling Placement and Supervision 1</td>
</tr>
<tr>
<td>Social Analysis</td>
<td>Social Policy Pre-requisite: Social Analysis</td>
<td></td>
</tr>
<tr>
<td>Conflict Management</td>
<td>Groupwork Theory and Practice Pre-requisite: Counselling Skills 2</td>
<td></td>
</tr>
<tr>
<td>Approaches to Cultural Diversity</td>
<td>Applied Social Research Pre-requisite: Social Analysis</td>
<td></td>
</tr>
</tbody>
</table>

A typical course of study may look like the above table.

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* CRICOS codes 057962A (NSW), 060114D (VIC), 049672A (QLD)
† Course structure is correct as at October 2012 and is subject to change.
* Rules apply to international students studying in Australia on a student visa study by flexible delivery. See page 6 for details.
** See page 19 for list of electives.
Important: You cannot take a unit unless you have successfully completed the relevant pre-requisites. Visit acap.edu.au for details.
Bachelor of Applied Social Science (Management)

**Availability**
On-campus (Sydney, Melbourne, Brisbane) or by flexible delivery*

**Entry requirements**
Satisfactory completion of the first year of the Bachelor of Applied Social Science

**Why study this course?**
The BAppSocSc (Management) teaches the foundation skills of counselling and communication, as well as people management and leadership. It is the ideal specialisation of the BAppSocSc if you are interested in working effectively with people as a team leader or manager. It will provide you with an understanding of the social and environmental contexts of the people and organisational cultures you may work with as well as the principles of managing people.

**Career outcomes**
As a graduate of this course you will be prepared to work in areas such as administration, project management or leadership, small business ownership, recruitment, operations management, workforce planning and organisational support.

**Course structure**
To complete the Management specialisation you must successfully complete 24 units (18 core (including first year), four specialisation units, two electives) and two Student Placements.

<table>
<thead>
<tr>
<th>Common first year</th>
<th>Second year</th>
<th>Third year</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Term 1</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interpersonal Communications</td>
<td>Management Theory and Practice</td>
<td>Professional Practice Pre-requisite: Counselling Skills 2, Developing Professional Practice and Student Placement 1</td>
</tr>
<tr>
<td>Introduction to Contemporary Society</td>
<td>Developmental Psychology Pre-requisite: Introduction to Psychology</td>
<td>Managing in Ambiguity and Change</td>
</tr>
<tr>
<td>Counselling Skills 1</td>
<td>Developing Professional Practice Pre-requisite: Counselling Skills 2</td>
<td>Elective **</td>
</tr>
<tr>
<td><strong>Term 2</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Organisational Behaviour</td>
<td>Strategic Management and Planning</td>
<td>Contemporary Social Issues</td>
</tr>
<tr>
<td>Counselling Skills 2 Pre-requisite: Counselling Skills 1</td>
<td>Social, Legal and Ethical Issues Pre-requisite: Counselling Skills 2</td>
<td>Contemporary Management Issues Pre-requisite: Management Theory and Practice, Strategic Management and Planning, Managing in Ambiguity and Change</td>
</tr>
<tr>
<td>Introduction to Psychology</td>
<td>Student Placement 1 (150 hours) Pre-requisite: Developing Professional Practice</td>
<td>Commence Student Placement 2 (250 hours) Pre-requisite: Professional Practice</td>
</tr>
<tr>
<td><strong>Term 3</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Social Analysis</td>
<td>Social Policy Pre-requisite: Social Analysis</td>
<td>The Reflective Practitioner Pre-requisite: Professional Practice</td>
</tr>
<tr>
<td>Conflict Management</td>
<td>Groupwork Theory and Practice Pre-requisite: Counselling Skills 2</td>
<td>Elective **</td>
</tr>
<tr>
<td>Approaches to Cultural Diversity</td>
<td>Applied Social Research Pre-requisite: Social Analysis</td>
<td>Continue Student Placement 2</td>
</tr>
</tbody>
</table>

A typical course of study may look like the above table.
Bachelor specialisations (continued)

Bachelor of Applied Social Science (Coaching)

Availability
On-campus (Sydney, Melbourne, Brisbane) or by flexible delivery*

Entry requirements
Satisfactory completion of first year of the Bachelor of Applied Social Science

Why study this course?
The BAppSocSc (Coaching) teaches the foundation skills of counselling and coaching as well as applied positive psychology. It is ideal if you are interested in pursuing a career in the emerging fields of life coaching, executive coaching, and personal or performance coaching (sport, health, drama and management).

Career outcomes
Possible occupations this course may lead to include (but are not limited to) a personal/life coach, performance coach and trainer, community development coach, career guidance coach, teamwork coach, fitness, health and wellness coach, workplace learning co-ordinator, management/executive coach and workshop facilitator.

Course structure†
To complete the Coaching specialisation you must successfully complete 24 units (18 core (including first year), four specialisation units, two electives), and two Student Placements in a counselling related environment.

Common first year | Second year | Third year
--- | --- | ---
**Term 1**
Interpersonal Communications | Foundations of Positive Psychology Pre-requisite: Introduction to Psychology | Professional Practice Pre-requisite: Counselling Skills 2, Developing Professional Practice and Student Placement 1
Introduction to Contemporary Society | Developmental Psychology Pre-requisite: Introduction to Psychology | Coaching Theory and Practice Pre-requisite: Foundations of Positive Psychology
Counselling Skills 1 | Developing Professional Practice Pre-requisite: Counselling Skills 2 | Elective**

**Term 2**
Organisational Behaviour | Applied Positive Psychology Pre-requisite: Foundations of Positive Psychology | Contemporary Social Issues
Counselling Skills 2 Pre-requisite: Counselling Skills 1 | Social, Legal and Ethical Issues Pre-requisite: Counselling Skills 2 | Coaching Applications Pre-requisite: Coaching Theory and Practice
Introduction to Psychology | Student Placement 1 (150 hours) Pre-requisite: Developing Professional Practice | Commence Student Placement 2 (250 hours) Pre-requisite: Professional Practice

**Term 3**
Social Analysis | Social Policy Pre-requisite: Social Analysis | The Reflective Practitioner Pre-requisite: Professional Practice
Conflict Management | Groupwork Theory and Practice Pre-requisite: Counselling Skills 2 | Elective**
Approaches to Cultural Diversity | Applied Social Research Pre-requisite: Social Analysis | Continue Student Placement 2

A typical course of study may look like the above table.

CRICOS codes 065591A (NSW), 068267M (VIC), 069670C (QLD)
† Course structure is correct as at October 2012 and is subject to change.
* Rules apply to international students studying in Australia on a student visa study by flexible delivery. See page 6 for details.
** See page 19 for list of electives.
Important: You cannot take a unit unless you have successfully completed the relevant pre-requisites. Visit acap.edu.au for details.
Bachelor of Applied Social Science – Electives

Electives give you the opportunity to choose areas of study that are of interest to you.

Most students select electives relevant to their personal interests and career aspirations and as such, they are often used to support their Student Placement. Units can be selected from any of the three groups of specialisation units (a maximum of three units can be selected from any one specialisation) or from the list of elective units outlined on this page. For further details on specialisation and non-specialisation electives, visit our website at acap.edu.au.

<table>
<thead>
<tr>
<th>Elective units</th>
<th>Pre-requisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>Career Counselling and Assessment</td>
<td>No pre-requisite required</td>
</tr>
<tr>
<td>Foundations of Marketing</td>
<td>No pre-requisite required</td>
</tr>
<tr>
<td>Human Resource Management</td>
<td>No pre-requisite required</td>
</tr>
<tr>
<td>Leading and Visioning</td>
<td>No pre-requisite required</td>
</tr>
<tr>
<td>Managing and Developing Teams</td>
<td>No pre-requisite required</td>
</tr>
<tr>
<td>Psychology of Peak Performance</td>
<td>Foundations of Positive Psychology</td>
</tr>
<tr>
<td>Psychology of Health and Wellness</td>
<td>Foundations of Positive Psychology</td>
</tr>
<tr>
<td>Alcohol and Other Drugs Counselling</td>
<td>Counselling Skills 2</td>
</tr>
<tr>
<td>Crisis and Trauma Counselling</td>
<td>Counselling Skills 2</td>
</tr>
<tr>
<td>Working with Children and Adolescents</td>
<td>Counselling Skills 2</td>
</tr>
<tr>
<td>Family and Relationship Counselling</td>
<td>Counselling Skills 2 and Counselling Methods 2</td>
</tr>
<tr>
<td>Existential Counselling (on-campus only)</td>
<td>Counselling Skills 2 and Counselling Methods 2</td>
</tr>
</tbody>
</table>

Important: You cannot take a unit unless you have successfully completed the relevant pre-requisites. Electives are subject to change. Visit acap.edu.au for the latest information.
Bachelor of Psychological Science

The Bachelor of Psychological Science (BPsychSc) provides the first step in preparing you for a career in psychology and for further study.

Availability
On-campus (Sydney) or by flexible delivery*

Duration
Three years full-time

Fast track option available: this course can be completed in two years full-time by taking four units each term†

Units
24

English requirements
IELTS 6.5 with no subset less than 6.0 or equivalent

Entry requirements
Standard Admission
Selection is based on:
• minimum ATAR 65 or equivalent (see pages 36–37 for minimum entry requirements)
• mature age entry (aged 21 years or over) with a 500 word statement and interview

Alternative admission
Applicants aged 18 to 21 years who have not completed a Higher School Certificate or its equivalent may be considered for admission based on the following criteria:
• if you have completed a Foundation Studies program from a recognised tertiary institution, you may apply for admission and submit appropriate documentation to support your application
• if you have completed an English for Academic Purposes (EAP) course from a recognised tertiary institution, you may apply for admission and submit appropriate documentation

Alternative admission applicants may be required to commence the course through conditional enrolment, which may include limiting enrolment to a reduced number of units and the close monitoring of their progress in the first term of study.

Why study this course?
On completion, you will have the basic requirements needed for further study as a psychologist or for working in a range of areas. As part of the Bachelor of Psychological Science, you will take electives from ACAP’s applied psychology subjects in counselling and management. These will help you put the theory you learn during your psychology course into a practical context.

Career outcomes
There are many career opportunities open to you should you decide to seek employment at the end of this degree. These include community, government, non-government and corporate settings delivering mental health, welfare, counselling, health, criminal justice, employment, ageing, disability, immigration, youth services, human resources, training, recruitment, social and market research.

Workload
For each unit of study we recommend an average of nine hours of study per week. This is made up of:
• three hours of classes (on-campus), and
• six hours per week of self-study, assessment preparation, general research and reading

Assessment
Most psychology units involve the submission of two assignments and an exam.

Professional recognition
This course has conditional accreditation by the Australian Psychology Accreditation Council (APAC), the body that sets the standard for psychology education in Australia.

Students who enter a course with a status of conditional accreditation, and who successfully complete the course, are considered to have completed an Australian Psychology Accreditation Council accredited course.

Further study
As a graduate of this course, depending on your grades, you may be eligible to enter fourth year psychology programs such as ACAP’s Bachelor of Psychological Science (Honours), our Graduate Diploma of Psychology, or graduate-entry degrees in areas such as health sciences, community services, business and accounting, and policy.

* Rules apply to international students studying in Australia on a student visa who study by flexible delivery. See page 6 for details.
† Additional admission criteria applies. For further information, visit acap.edu.au.
Course structure†
To undertake the Bachelor of Psychological Science you must complete 24 units of study consisting of 13 core psychology units, three or four psychology electives, and seven or eight non-psychology electives.*

<table>
<thead>
<tr>
<th>Core units</th>
</tr>
</thead>
<tbody>
<tr>
<td>First year</td>
</tr>
<tr>
<td>Introduction to Psychology: Biology, Learning and Cognition</td>
</tr>
<tr>
<td>Elective</td>
</tr>
<tr>
<td>Elective</td>
</tr>
<tr>
<td>Introduction to Psychology: The Individual, Society and Culture</td>
</tr>
<tr>
<td>Elective</td>
</tr>
<tr>
<td>Elective</td>
</tr>
<tr>
<td>Psychology: An Evidence-Based Approach 1</td>
</tr>
<tr>
<td>Elective</td>
</tr>
<tr>
<td>Second year</td>
</tr>
<tr>
<td>Psychology: An Evidence-Based Approach 2</td>
</tr>
<tr>
<td>Perception and Cognition</td>
</tr>
<tr>
<td>Elective</td>
</tr>
<tr>
<td>Learning and Memory</td>
</tr>
<tr>
<td>Life Span Development</td>
</tr>
<tr>
<td>Elective</td>
</tr>
<tr>
<td>Social Psychology</td>
</tr>
<tr>
<td>Elective (psychology or non-psychology 200 level)</td>
</tr>
<tr>
<td>Third year</td>
</tr>
<tr>
<td>Psychology: An Evidence-Based Approach 3</td>
</tr>
<tr>
<td>Psychopathology</td>
</tr>
<tr>
<td>Psychology elective</td>
</tr>
<tr>
<td>Psychological Measurement and Assessment</td>
</tr>
<tr>
<td>Intercultural Diversity and Indigenous Psychology</td>
</tr>
<tr>
<td>Psychology elective</td>
</tr>
<tr>
<td>Professional Issues and Applications in Psychology</td>
</tr>
<tr>
<td>Psychology elective</td>
</tr>
</tbody>
</table>

A typical course of study may look like the above table.

Psychology electives

Personality and Individual Differences
Behavioural Neuroscience
Psychology of Stress, Trauma and Resilience
Contemporary Psychological Issues
Psychology of Sex and Intimate Relationships
“ACAP is a wonderful place to study; its hands-on style of learning is really exciting and you feel like you’re learning applicable skills for future employment.”

My ACAP: Rowena Cavaye  Graduate Diploma of Counselling
Postgraduate course information

Our postgraduate courses have been developed to allow you to build on the knowledge and experience you have gained from your undergraduate studies and personal and professional life experiences.
Graduate Diploma of Counselling

The Graduate Diploma of Counselling (GradDipCouns) provides you with an integrated framework of the theoretical, practical and ethical components of counselling.

Available
On-campus (Sydney, Brisbane, Melbourne) or by flexible delivery*

Duration
Two years full-time

Units
16

Student placement
Two placements totalling 200 hours

Entry requirements
• Undergraduate degree, and
• successfully undertake an Assessment of Readiness for the Counselling Profession before being accepted into the course.

English requirements
IELTS 6.5 with no subset less than 6.0 or equivalent

Why study this course?
If you already have a degree in another discipline and want to qualify as a Counsellor without undertaking an undergraduate qualification then you should consider this course.

Career outcomes
As a graduate of this course you will be able to work in a variety of areas in counselling and counselling related professions. This includes employment in areas such as casework and case management, pastoral care, child and youth services, community welfare and support services, conflict resolution and community volunteer programs. You will also be prepared to work in professional positions in specialist areas such as aged care, addiction, bereavement and loss, migrant services and family and relationship counselling.

Professional recognition
This course is fully accredited by the Psychotherapy and Counselling Federation of Australia (PACFA) and is designed to meet their training standards.

Workload
For each unit we recommend an average of 10 hours of study per week. This is made up of:
• one three hour class (on-campus units), or three hours of self-directed learning and interaction with your educator and fellow students (flexible delivery units), and
• a minimum of seven hours per week of self-study, assessment preparation and general research

Assessment
Assessment types vary with each unit. However in keeping with ACAP’s philosophy, the majority mirror real-life conditions, such as reports and written assignments, critical reflections, group work, role plays and supervised work placements (Student Placements). Most units involve the submission of two or three formal pieces of assessment. Some units may require examinations.

Course structure†
To complete this course you must successfully complete 16 units of which 12 are core, two are electives and two are Student Placements.

CRICOS codes 048166D (NSW), 060112F (VIC), 065522C (QLD)
† Course structure is correct as at October 2012 and is subject to change.
* Rules apply to international students studying in Australia on a student visa who study by flexible delivery. See page 6 for details.
Important: You cannot take a unit unless you have successfully completed the relevant pre-requisites. Visit acap.edu.au for details.
## First year

<table>
<thead>
<tr>
<th>Term</th>
<th>Course</th>
<th>Pre-requisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Counselling Skills 1</td>
<td>Theory and Practice of Supervision Pre-requisite: Counselling Skills 2</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Co-requisite: Commencement of a Student Placement with client contact and clinical supervision</td>
</tr>
<tr>
<td></td>
<td>Conflict Management</td>
<td>Counselling Methods 2 Pre-requisite: Counselling Methods 1</td>
</tr>
<tr>
<td></td>
<td>Developmental Psychology</td>
<td>Student Placement 1 Continued after Counselling Methods 2</td>
</tr>
<tr>
<td>2</td>
<td>Counselling Skills 2</td>
<td>Mental Health Issues Pre-requisite: Counselling Methods 2</td>
</tr>
<tr>
<td></td>
<td>Counselling Methods 1</td>
<td>Elective 2</td>
</tr>
<tr>
<td></td>
<td>Counselling in Loss</td>
<td>Student Placement 2 (Clinical) Pre-requisites: Student Placement 1 Co-requisite: Theory and Practice of Supervision</td>
</tr>
<tr>
<td></td>
<td>Co-requisite: Counselling Skills 2</td>
<td>This unit is conducted over two consecutive terms</td>
</tr>
<tr>
<td>3</td>
<td>Student Placement 1</td>
<td>Professional Development and Reflective Practice</td>
</tr>
<tr>
<td></td>
<td>Pre-requisite: Counselling Skills 2</td>
<td>Student Placement 2 continued in between Professional Development and Integrative Project</td>
</tr>
<tr>
<td></td>
<td>This unit is conducted over two consecutive terms</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Social, Legal &amp; Ethical Issues</td>
<td>Continue Student Placement 2 (Clinical)</td>
</tr>
<tr>
<td></td>
<td>Pre-requisite: Counselling Skills 2</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Elective 1</td>
<td>Integrative Project Pre-requisite: Professional Development and Reflective Practice</td>
</tr>
</tbody>
</table>

## Second year

<table>
<thead>
<tr>
<th>Course</th>
<th>Pre-requisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>Theory and Practice of Supervision</td>
<td></td>
</tr>
<tr>
<td>Counselling Skills 2</td>
<td></td>
</tr>
<tr>
<td>Co-requisite: Commencement of a Student Placement with client contact and clinical supervision</td>
<td></td>
</tr>
<tr>
<td>Counselling Methods 2 Pre-requisite: Counselling Methods 1</td>
<td></td>
</tr>
<tr>
<td>Student Placement 1 Continued after Counselling Methods 2</td>
<td></td>
</tr>
<tr>
<td>Mental Health Issues Pre-requisite: Counselling Methods 2</td>
<td></td>
</tr>
<tr>
<td>Elective 2</td>
<td></td>
</tr>
</tbody>
</table>

### Electives (select two)
- Alcohol and Other Drugs Counselling
- Crisis Intervention
- Cross Cultural Counselling
- Existential Counselling (on-campus only)
- Family and Relationship Counselling
- Groupwork Theory and Practice
- Trauma Counselling
- Working with Adolescents
- Working with Children

A typical course of study may look like the above table.
Bachelor of Psychological Science (Honours)

The Bachelor of Psychological Science (Honours) (BPsychSc(Hons)) is a one-year degree that provides a fourth year of accredited study in psychology. The degree is suitable if you have already completed an accredited three-year sequence of study and wish to continue your training towards registration as a psychologist in Australia.

Availability
On-campus Sydney

Duration
One year full-time

Units
Six

Entry requirements
- Completed an Australian Psychology Accreditation Council accredited three year psychology sequence within the last 10 years, and
- Achieved a credit average in second and third year units, including a credit in the majority of psychology units.

English requirements
IELTS 6.5 with no subset less than 6.0 or equivalent

Why study this course?
This course will suit you if you are seeking employment in areas that value a knowledge of psychology and a more advanced level of research and writing skills or if you wish to continue your training towards registration as a psychologist.

Career outcomes
There are many career opportunities open to you at the end of this degree including positions in:
- health and social welfare
- social or market research
- human services
- mental health
- disability and ageing services
- juvenile justice
- immigration and refugee support services
- business such as human resources, training, marketing or management
- corporations including consulting firms, market research companies, recruitment firms, test development corporations, community based organisations, government departments and agencies, non-government organisations
- hospitals, rehabilitation agencies, substance abuse services, youth services, police force, law courts, prisons and counselling services

Professional recognition
This course has conditional accreditation by the Australian Psychology Accreditation Council (APAC), the body that sets the standards for psychology education in Australasia.

Further study
Completion of this course provides the necessary qualification to apply for further study in psychology and for provisional registration as a psychologist. Graduates may be eligible to apply for postgraduate study in psychology at the masters [such as ACAP’s Master of Psychology (Clinical)] or doctoral levels, or one year of postgraduate study followed by one year of supervised practice (such as AGAP's Graduate Diploma of Professional Psychology), or two years of supervised practice.

Each of these pathways leads to full registration as a psychologist. Alternatively graduates may choose to pursue a range of other career options in the government and private sectors.

Workload
For each four credit point unit we recommend an average of 12 hours of study per week. This is made up of:
- attending three hours (one hour for the thesis units) of on-campus classes, and
- completing at least nine hours (11 hours for the thesis units) of independent study

Assessment
Coursework units involve the submission of one or two formal pieces of assessment and an exam. Students will also prepare a 12,000 word thesis.

Course structure
To undertake the Bachelor of Psychological Science (Honours) you must complete six units of study, or 24 credit points including an independent research project under supervision as well as advanced coursework.

<table>
<thead>
<tr>
<th>Units</th>
<th>Term 1</th>
<th>Term 2</th>
<th>Term 3</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Psychology: An Evidence-Based Approach 4</td>
<td>Advanced Topics in Psychology</td>
<td>Honours Thesis C</td>
</tr>
<tr>
<td></td>
<td>Advanced Psychological Assessment</td>
<td>Honours Thesis A</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Honours Thesis A</td>
<td>Honours Thesis B</td>
<td></td>
</tr>
</tbody>
</table>

A typical course of study may look like the above table.
Graduate Diploma of Psychology

The Graduate Diploma of Psychology (GradDipPsych) is a one-year degree that provides a fourth year of accredited study in psychology. The degree is suitable if you have already completed an accredited three-year sequence of study and wish to continue your training towards registration as a psychologist in Australia.

Availability
On-campus Sydney

Duration
One year full-time

Units
Seven

Entry requirements
• Completed an Australian Psychology Accreditation Council accredited three year psychology sequence within the last 10 years, and
• Achieved a credit average in second and third year units, including a credit in the majority of psychology units.

Why study this course?
This course will suit you if you are seeking employment in areas that value a knowledge of psychology and a more advanced level of research and writing skills or you wish to continue your training towards registration as a psychologist.

English requirements
IELTS 6.5 with no subset less than 6.0 or equivalent

Career outcomes
There are many career opportunities open to you at the end of this degree. These include working in:
• health and social welfare
• social or market research
• human services
• mental health
• disability and ageing services
• juvenile justice
• immigration and refugee support services
• business, such as human resources, training, marketing or management
• corporations, including consulting firms, market research companies, recruitment firms, test development corporations
• community based organisations, government departments and agencies, non-government organisations
• hospitals, rehabilitation agencies, substance abuse services, youth services, police force, law courts, prisons and counselling services

Professional recognition
This course has conditional accreditation by the Australian Psychology Accreditation Council (APAC), the body that sets the standards for psychology education in Australasia.

Further study
Completion of this course provides the necessary qualification to apply for further study in psychology and for provisional registration as a psychologist. Graduates may be eligible to apply for postgraduate study in psychology at the masters [such as ACAP’s Master of Psychology (Clinical)] or doctoral levels, or one year of postgraduate study followed by one year of supervised practice (such as ACAP’s Graduate Diploma of Professional Psychology), or two years of supervised practice.

Each of these pathways leads to full registration as a psychologist. Alternatively graduates may choose to pursue a range of other career options in the government and private sectors.

Workload
For each three credit point unit we recommend an average of 9 hours of study per week. This is made up of:
• attending three hours of on-campus classes, and
• completing at least six hours of personal study and assessment preparation

Assessment
Coursework units involve the submission of one or two formal pieces of assessment and an exam. Students will also prepare a 10,000 word thesis.

Course structure
To undertake the Graduate Diploma of Psychology you must complete seven units of study, or 24 credit points including an independent research project under supervision as well as advanced coursework.

<table>
<thead>
<tr>
<th>Term 1</th>
<th>Psychology: An Evidence-Based Approach 4</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Advanced Psychological Assessment</td>
</tr>
<tr>
<td></td>
<td>Graduate Diploma Thesis A</td>
</tr>
<tr>
<td>Term 2</td>
<td>Advanced Topics in Psychology</td>
</tr>
<tr>
<td></td>
<td>Applications of Psychology</td>
</tr>
<tr>
<td></td>
<td>Graduate Diploma Thesis B</td>
</tr>
<tr>
<td>Term 3</td>
<td>Graduate Diploma Thesis C</td>
</tr>
</tbody>
</table>

A typical course of study may look like the above table.

CRICOS code 071876D (NSW)

† Course structure is correct as at October 2012 and is subject to change.

Important: You cannot take a unit unless you have successfully completed the relevant pre-requisites. Visit acap.edu.au for details.
Graduate Diploma of Psychological Science

The Graduate Diploma of Psychological Science (GradDipPsychSc) will suit you if you already have an undergraduate degree that includes accredited first year psychology subjects and want to re-orient your career and pursue a recognised qualification in psychology.

Availability
On-campus Sydney or by flexible delivery*

Duration
One year full-time

Units
Eight

Entry requirements

Standard admission
An undergraduate degree in any field of study that includes first year psychology units accredited with the Australian Psychology Accreditation Council. The psychology units must have been completed in the last 10 years.

Alternative admission
• An undergraduate degree in any field of study that does not include first year psychology units accredited with the Australian Psychology Accreditation Council completed in the last 10 years, and
• Completion of the following ACAP units before enrolling:
  • Psychology: An Evidence-Based Approach 1
  • Introduction to Psychology: Biology, Learning and Cognition
  • Introduction to Psychology: The Individual, Society and Culture

English requirements
IELTS 6.5 with no subset less than 6.0 or equivalent

Why study this course?
This course provides a comprehensive foundation for understanding the theoretical basis of the scientific discipline of psychology, for the development of skills in critical and analytical thinking, for understanding the underpinnings of the professional applications of psychology and for developing capabilities to design, conduct and evaluate psychological research.

Career outcomes
Career opportunities include working in:
• health and social welfare
• social or market research
• human services
• mental health
• disability and ageing services
• juvenile justice
• immigration and refugee support services
• community based, government and non-government organisations
• hospitals, rehabilitation agencies, substance abuse services, youth services, police force, law courts, prisons and counselling services

Professional recognition
This course has conditional accreditation by the Australian Psychology Accreditation Council (APAC), the body that sets the standards for psychology education in Australasia.

Further study
As a graduate of this course you may be eligible for ACAP’s Bachelor of Psychological Science (Honours), our Graduate Diploma of Psychology, or graduate-entry degrees in areas such as health sciences, community services, business and accounting, and policy.

Workload
For each unit of study we recommend an average of nine hours of study per week. This is made up of:
• three hours of classes (on-campus), and
• a minimum of six hours per week of self-study, assessment preparation, general research and reading

Assessment
Most units involve the submission of one or two assignments and an exam.

Course structure
To undertake the Graduate Diploma of Psychological Science you must complete eight units of study, or 24 credit points. All courses are second and third level psychology units.

Unit structure

<table>
<thead>
<tr>
<th>Term 1</th>
<th>Term 2</th>
<th>Term 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Psychology: An Evidence-Based Approach 2</td>
<td>Psychology Elective: Life Span Development, Social Psychology, or Psychopathology</td>
<td>Psychological Measurement and Assessment</td>
</tr>
<tr>
<td>Perception and Cognition</td>
<td>An Evidence-Based Approach 3</td>
<td>Intercultural Diversity and Indigenous Psychology</td>
</tr>
<tr>
<td>Learning and Memory</td>
<td>Professional Issues and Applications in Psychology</td>
<td></td>
</tr>
</tbody>
</table>

A typical course of study may look like the above table.
Graduate Diploma of Professional Psychology

The Graduate Diploma of Professional Psychology (GradDipProfPsych) includes coursework and practical placements and is sequenced to promote an integration of knowledge and skill development. Students will complete a minimum of 300 hours of practical/skills training and receive at least one hour of supervision per 7.5 hours of practical work. The practical/skills training is completed at ACAP’s on-campus clinic and/or at external locations.

Availability
On-campus Sydney

Duration
One year full-time

Units
Eight

Student placement
Two placements totalling 300 hours

Entry requirements
Qualifications equivalent to an Australian Psychology Accreditation Council accredited four-year undergraduate sequence within the last 10 years and eligible for registration with the Psychology Board of Australia as a provisional psychologist (qualifications must be assessed by the Australian Psychological Society (APS) for equivalence and evidence of assessment provided).

English requirements
IELTS 7.0 overall and all subsets

Why study this course?
The Graduate Diploma of Professional Psychology is a new qualification in Australia and provides you with the 5th year of the fifth and sixth years of professional training required for general registration as a psychologist in Australia. Graduates of this course can then complete an additional one-year Psychology Board of Australia approved internship to have the fifth and sixth years of training required for general registration as a psychologist in Australia.

Career outcomes
Graduates who complete this course and an additional one year Psychology Board of Australia approved internship and achieve general registration will be able to work as psychologists in Australia.

Psychologists are employed in a range of settings including hospitals, community health centres, specialist services (eg disability, drug and alcohol, pain management, rehabilitation), secondary and post-secondary education, organisations and businesses.

Further study
Graduates with a distinction average are eligible to apply to enrol in ACAP’s Master of Psychology (Clinical) with credit for up to eight units of study. You may be required to complete additional assessments prior to entry to the Master of Psychology (Clinical) and may be required to undertake additional supervised clinical practice during the program to ensure that you meet the requirements for the APS College of Clinical Psychologists.

Professional recognition
This course has conditional accreditation by the Australian Psychology Accreditation Council.

Workload
For each three credit point unit we recommend an average of nine hours of study per week. This is made up of:
• attending three hours of on-campus classes, and
• completing at least six hours of personal study and assessment preparation

Assessment
The types of assessments vary across units of study. They are designed to assess the theoretical and applied components of the course and across the year will include reflective journals, role plays, literature reviews, essays, log book of professional practice, supervisors report, response to case studies, case presentations, examinations and administering, scoring and reporting the findings of standardised psychological tests.

Units

<table>
<thead>
<tr>
<th>Term</th>
<th>Unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Term 1</td>
<td>Counselling, Communication and Culture</td>
</tr>
<tr>
<td></td>
<td>Psychology, Health and Wellbeing</td>
</tr>
<tr>
<td></td>
<td>Psychological Assessment for Professional Psychology</td>
</tr>
<tr>
<td>Term 2</td>
<td>Lifespan Psychopathology: Adulthood and Ageing</td>
</tr>
<tr>
<td></td>
<td>Lifespan Psychopathology: Children and Adolescents</td>
</tr>
<tr>
<td></td>
<td>Psychology Practice 1: Ethical, Legal and Professional Issues</td>
</tr>
<tr>
<td>Term 3</td>
<td>Research Methods for Professional Psychology</td>
</tr>
<tr>
<td></td>
<td>Psychology Practice 2: Working with Clients</td>
</tr>
</tbody>
</table>

A typical course of study may look like the above table.*

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CRICOS code 074847G (NSW)

* Course structure is correct as at October 2012 and is subject to change.

Important: You cannot take a unit unless you have successfully completed the relevant pre-requisites. Visit acap.edu.au for details.
Master of Psychology (Clinical)

Students in the Master of Psychology (Clinical) [MPsych(Clin)] study specialist areas of clinical psychology as well as developing skills and knowledge in core professional areas. The course is sequenced to promote an integration of knowledge and skill development.

**Availability**
On-campus Sydney

**Duration**
Two years full-time

**Units**
16

**Student placement**
Five placements totalling 1,000 hours

**Entry requirements**
Qualifications equivalent to an Australian Psychology Accreditation Council accredited four-year undergraduate sequence within the last 10 years, with a grade equivalent to second class Honours (2A) or higher, and eligible for registration with the Psychology Board of Australia as a provisional psychologist (qualifications must be assessed by the Australian Psychological Society (APS) for equivalence and evidence of assessment provided).

**English requirements**
IELTS 7.0 overall and all subsets

**Why study this course?**
The MPsych(Clin) provides a fifth and sixth year sequence of professional training in psychology required for general registration as a psychologist in Australia. Graduates of this course will be eligible for endorsement as clinical psychologists after completing a further two years of supervised full-time equivalent practice.

**Course overview**
The MPsych(Clin) includes coursework, independent research leading to the submission of a thesis and practical placements. Students complete a minimum of 1,000 hours of practical/skills training at ACAP’s on-campus clinic as well as external locations.

**Workload**
For each three credit point unit we recommend an average of nine hours of study per week. This is made up of:
- attending three hours of on-campus classes, and
- completing at least six hours of personal study and assessment preparation

**Career outcomes**
Graduates who achieve general registration will be able to work as psychologists in Australia. Psychologists are employed in a range of settings including hospitals, community health centres, specialist services (e.g. disability, drug and alcohol, pain management, rehabilitation), secondary and post-secondary education, organisations and businesses.

After two years of supervised practice graduates are eligible to be endorsed as clinical psychologists.

**Professional recognition**
This course has conditional accreditation by the Australian Psychology Accreditation Council (APAC) and the Australian Psychological Society (APS) College of Clinical Psychologists.

**Assessment**
The types of assessments vary across units of study. They are designed to assess the theoretical and applied components of the course and across the year will include reflective journals, role plays, literature reviews, essays, log book of professional practice, supervisors report, response to case studies, case presentations, examinations, research proposal, ethics submission, research thesis (manuscript) and administering, scoring and reporting the findings of standardised psychological tests.
### First year units

<table>
<thead>
<tr>
<th>Term 1</th>
<th>Counselling, Communication and Culture</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Psychology, Health and Wellbeing</td>
</tr>
<tr>
<td></td>
<td>Psychological Assessment for Professional Psychology</td>
</tr>
<tr>
<td>Term 2</td>
<td>Psychopathology and Interventions: Adulthood &amp; Ageing</td>
</tr>
<tr>
<td></td>
<td>Psychopathology and Interventions: Children &amp; Adolescents</td>
</tr>
<tr>
<td></td>
<td>Psychology Practice 1: Ethical, Legal &amp; Professional Issues</td>
</tr>
<tr>
<td>Term 3</td>
<td>Research Methods for Professional Psychology</td>
</tr>
<tr>
<td></td>
<td>Psychology Practice 2: Working with Clients</td>
</tr>
<tr>
<td></td>
<td>Research Project 1</td>
</tr>
</tbody>
</table>

A typical course of study may look like the above table.*

### Second year units

<table>
<thead>
<tr>
<th>Term 1</th>
<th>Human Neuropsychology and Neuropsychiatric Disorders</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Research Project 2</td>
</tr>
<tr>
<td></td>
<td>Psychology Practice 3: Placement</td>
</tr>
<tr>
<td>Term 2</td>
<td>Research Project 3</td>
</tr>
<tr>
<td></td>
<td>Psychology Practice 4: Placement</td>
</tr>
<tr>
<td>Term 3</td>
<td>Research Project 4</td>
</tr>
<tr>
<td></td>
<td>Psychology Practice 5: Placement</td>
</tr>
</tbody>
</table>

A typical course of study may look like the above table.*

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* Course structure is correct at October 2012 and is subject to change. Important: You cannot take a unit unless you have successfully completed the relevant pre-requisites. Visit acap.edu.au for details.
"The clinical supervisors and teaching professors are outstanding and are very involved in the industry. It is more of an intimate environment and everybody knows each other which is great."
What it costs

Text books and readings
Students often like to purchase their own copies of textbooks or unit guides and you may want to factor this into your costs.
Copies of the required unit guides and readings are made available to students for download from the web at no cost.
The combined textbook and readings cost is approximately A$100–A$150 per unit and can be purchased from selected Co-op Bookstores (in Sydney and Brisbane) and RMIT Bookshop (in Melbourne).

Overseas Student Health Cover (OSHC)
If you are studying on a student visa, a condition of your visa is that you purchase health insurance for the duration of your study in Australia. If you don’t have health insurance or, you let your cover lapse, your student visa could be cancelled. You are welcome to choose your own health cover however, we can provide health insurance through Overseas Student Health Cover at a cost of approximately A$435 per year for an individual.
For more information regarding Overseas Student Health Cover visit oshaillanzassistance.com.au.

<table>
<thead>
<tr>
<th>Course</th>
<th>Duration</th>
<th>Number of units</th>
<th>2013 cost per unit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor of Applied Social Science</td>
<td>3 years full-time</td>
<td>24</td>
<td>24 x A$2060</td>
</tr>
<tr>
<td>Bachelor of Psychological Science</td>
<td>3 years full-time</td>
<td>24</td>
<td>24 x A$2060</td>
</tr>
<tr>
<td>Bachelor of Psychological Science (Honours)</td>
<td>1 year full-time</td>
<td>6</td>
<td>6 x A$4345</td>
</tr>
<tr>
<td>Graduate Diploma of Psychology</td>
<td>1 year full-time</td>
<td>7</td>
<td>4 x A$4340</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>2 x A$3275</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>1 x A$2175</td>
</tr>
<tr>
<td>Graduate Diploma of Psychological Science</td>
<td>1 year full-time</td>
<td>8</td>
<td>8 x A$2060</td>
</tr>
<tr>
<td>Graduate Diploma of Counselling</td>
<td>2 years full-time</td>
<td>16</td>
<td>14 x A$2060</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>2 x A$1030*</td>
</tr>
<tr>
<td>Graduate Diploma of Professional Psychology</td>
<td>1 year full-time</td>
<td>8</td>
<td>6 x A$4115</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>1 x A$3485</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>1 x A$2745</td>
</tr>
<tr>
<td>Master of Psychology (Clinical)</td>
<td>2 years full-time</td>
<td>16</td>
<td>10 x A$3900</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>3 x A$2000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>3 x A$2600</td>
</tr>
</tbody>
</table>

* Student placements.
Note: Fees given above are for 2013 and are subject to change. The College reviews fees annually.
Living and accommodation costs

The cost of living in Australia varies according to a number of factors including which city you choose to live in and your preferred lifestyle. The Study in Australia website (studyinaustralia.gov.au) provides details on the cost of living in Australia that you might find useful as a starting point.

One of the largest living costs you will face is accommodation. The cost of accommodation will vary based on where you choose to study, which suburb you choose to live in, whether you choose to live alone or with flatmates and whether you rent a furnished or an unfurnished apartment or bedroom.

Having our campuses based in the centre of cities and close to public transport means that there are a range of accommodation options open to you.

Our staff can help you choose accommodation by giving you an understanding of where proposed accommodation is in relation to the campus you intend to study at.

Note: If you have a school-aged dependant (aged between five and 18 years) accompanying you to Australia they are obliged to attend school whilst in Australia and full school fees will normally be required to be paid irrespective of whether the school-aged dependant is enrolled in a government or non-government school.

Estimates of rental accommodation*

Renting
A rough estimate of weekly rent is given below. This varies by city and suburb and searching for accommodation on the web should give you a good idea of what you might pay. In addition to rent you will also be expected to pay a bond of up to four weeks of your rent upfront and two weeks rent in advance. Bond is used to cover any damage that may be done to the property while you live there. If no damage is done it will be refunded when you leave.

Apartments/flats
- 1 bedroom A$280–$400 per bedroom/per week
- 2 bedroom A$200–$250 per bedroom/per week

When renting you often need to pay for the use of electricity, telephone and gas in addition to your rent.

Homestay*
Homestay consists of a single room in a private home where the householder provides meals for you and you share the life of the family. Homestay can be a good way for you to improve your English, learn the culture, and meet people when you first arrive. The cost of homestay is approximately A$250 per week and there are a range of associated upfront fees.

ACAP is registered as an education provider with The Australian Homestay Network (AHN). This is an Australian Government commended network that helps students find appropriate accommodation in a family setting. For details on the benefits of this service refer to AHN’s website at homestaynetwork.org.

* The above costs are indicative only.
Important dates

Term dates
ACAP has three standard study terms in any one year. You can start your course in any of the three terms depending on what suits your timetable. International students studying in Australia on a student visa must study at ACAP on-campus and are required to complete their course within the stipulated timeframe.

In order to complete your course within the timeframe you must maintain a full-time workload.

As an international student you are also able to study a small proportion (25 percent) of your course by flexible delivery. You must ensure you undertake a minimum of one on-campus unit (in any standard study term). If you would like to take a unit by flexible delivery you must first obtain approval from ACAP.

Summer school dates
If you want to accelerate your learning, ACAP offers some units over summer.* On-campus Summer School is offered at Sydney, Brisbane and Melbourne. Summer School is not a compulsory study period so you may undertake study in Summer School exclusively via flexible delivery.

However, if you are studying in Australia any units taken by flexible delivery during Summer School will count towards the 25 percent of flexible that you are allowed to undertake as an international student.

For more detailed information on class times and dates visit acap.edu.au.

<table>
<thead>
<tr>
<th>2013 term dates</th>
<th>Application closing date</th>
<th>Census date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Term 1 18 February–17 May</td>
<td>Two weeks before term starts</td>
<td>8 March</td>
</tr>
<tr>
<td>Term 2 3 June–30 August</td>
<td>Two weeks before term starts</td>
<td>21 June</td>
</tr>
<tr>
<td>Term 3 16 September–13 December</td>
<td>Two weeks before term starts</td>
<td>4 October</td>
</tr>
</tbody>
</table>

English language requirements

In order to study successfully at ACAP it is important that you have a solid grasp of both written and spoken English. As such, if your secondary and/or tertiary education was undertaken in a language other than English you will need to provide the results of an International English Language Testing System (IELTS) examination or an approved language test such as a Test for English as a Foreign Language (TOEFL).

The English language proficiency requirements for admission vary from course to course. Refer to the course pages for details on these requirements.

In some cases you may have completed your secondary education or tertiary level study in English. For ACAP to accept this as evidence of your competency in English instead of a recognised English language test you need to have:

- completed two years or more of consecutive study in Australia, or another country at an institution where English is the primary language of instruction, and
- this study must have been completed no longer than two years prior to your studies at ACAP

Packaging
If you need to improve your academic English before starting one of our courses you can package your English course and your ACAP course on a single student visa.

Our preferred English language partners for each campus are:
- Navitas English, Sydney and Navitas English, Brisbane visit: navitasenglish.com
- Hawthorn-Melbourne visit: hawthornenglish.com

* International students should be aware that accelerated learning may affect the length of your approved student visa.
Minimum academic requirements

The following qualifications are the minimum acceptable levels for eligibility and you should not assume that because you have met the minimum level you will be offered a place at the college.

International Baccalaureate (IB) Diploma
Students must obtain the minimum score of 24 points based on a total achieved for all subjects.

Argentina
Bachillerato Especializado with an average grade of ‘Bueno’ (good) or 7.

Bangladesh
Higher School Certificate with a grade of A+ or completion of one year of study at a recognised university with passing grades.

Brazil
Successful completion of one year of study at a recognised university with passing grades or above.

Canada
Ontario Secondary School Diploma (Canada OSSD)/International Canadian Pre-University program (ICPU) – score based on Secondary School Diploma including six University Preparation Courses with minimum 60 percent average.

Chile
Successful completion of the Academic Secondary Education Certificate (Licencia de Educacion Media) with an average grade of ‘Bueno’ (good) above.

China PRC
China National University Entrance Examination (Gao Kao) – score is based on an entrance exam for admission to key universities in China for a four-year degree program with 80 percent.

Colombia
Bachillerato 70 percent+.

Ethiopia
Successful completion of the Ethiopian School Leaving Certificate Examination with a minimum of 70 percent.

Fiji
Successful completion of Fijian Seventh Form Certificate with an aggregate of 230 based on the best four academic subjects.

France
Successful completion of Baccalaureate with a minimum grade of ‘good’.

Germany
Abitur – score is determined by an overall grade point average of 4 or higher where 1 = highest and 5 = lowest.

Great Britain
General Certificate of Education A Levels GCE A Levels) – students are required to pass three A Levels subjects (or two A Levels and two AS Levels) where at least two A Levels subjects have been in the same sitting. Score is based on Advanced Level where A=5, B=4, C=3, D=2, E=1 and Advanced Subsidiary level results may be included based on A=2.5, B=2, C=1.5, D=1, E=0.5

Hong Kong
Advanced Level Exam (ALE) – score is based on three passes (minimum grade C) at the Advanced Level where A=5, B=4, C=3, D=2, E=1. Advanced Supplementary level results may be included based on A=2.5, B=2, C=1.5, D=1, E=0.5. Add one point for A level Pure or Applied Mathematics, Biology, Physics or Chemistry.

Diploma of Secondary Education (HKDSE) – students are required to complete four core units plus one elective unit. Score based on HKDSE 5=5, 4=3, 3=1, 2 and 1=0. Aggregate score calculated on the best three academic subjects with no more than one elective subject included.

India
All India Senior Certificate (AISSC) awarded by the Central Board of Secondary Education (CBSE) – score is determined by an overall average of the best four externally examined subjects.

Indian School Certificate (ISC) awarded by the Indian Council of School Examinations (ICSE) – score is determined by an overall percentage of the best four externally examined subjects.


Indonesia

Iran
Passes in Higher Education Entrance Examination at a level required to gain admission to a recognised Iranian university.

Israel
Successful completion of Higher Secondary Matriculation (Bagrut) with a grade point average of 6.5.

Japan
Kotogakko Certificate – with a grade point average of 4.5 out of 5 (or 90 percent).

Jordan
Successful completion of the Tawjihi with an average of 90 percent.

Korea
Completion of the General/Academic Senior High School Certificate/Diploma (Immungye Kodung Hakkyo Choeupchang) with an overall grade point average of 3 out of 4 (or 75 percent).

Malaysia
Tinggi Pelajaran Malaysia (STPM) – score is aggregate based on passes in three academic subjects (excluding General Paper) where A=4.00, A-=3.6, B+=3.3, B=3, B-=2.9, C+=2.3, C=2.

Independent Chinese Secondary Schools Unified Examination Certificate (MICSSUEC) – score is based on an aggregate of a maximum of 10 subjects where A1=8, A2=7, B3=6, B4=5, B5=4, B6=3, C7=2, C8=1.

Mexico
Successful completion of one year of study at a recognised university with passing grades or above.
New Zealand
Completion of NCEA. Scores will be converted to UAC equivalents.

Norway
Successful completion of Vitnemal den Vidergaende Skole with a minimum grade 3.5 pass.

Pakistan
Successful completion of Higher School Certificate or Intermediate Certificate with First Division pass or a minimum overall grade B.

Papua New Guinea
The PNG Higher School Certificate with a minimum of five subjects and at least three ‘B’ grade passes.

Philippines
Completion of one year of study at a recognised university with passing grades.

Poland
Matura/Swiadectwo Dojrzalosci with a minimum grade 4 pass.

Russia/Independent States of the former Soviet Union
Successful completion of one year of study at a recognised university with passing grades or above.

Singapore
General Certificate of Education – score is based on an aggregate of best three H2 subjects where A=5, B=4, C=3, D=2, E=1.

South Africa
Completion of the South African Senior Certificate or Matriculation Certificate of the Joint Matriculation Board with a minimum cumulative score of 18 based on the best six subjects where A=6, B=5, C=4, D=3, E=2. Applicants who have completed the South African National Senior Certificate in 2011 and onwards will assessed on a case-by-case basis.

Spain
Either a Bachillerato Unificado Polyvalente with a grade average of ‘good’ or above OR a Curso de Orientacion Universitaria with a grade of ‘good’ or above.

Sri Lanka
General Certificate of Education – Score is based on an aggregate of best three Advanced Level subjects where A=5, B=4, C=3, S=1.

Sweden
Successful completion of at least three year upper secondary school Avgangs betyg with GPA of 3.5.

Taiwan
Taiwan Senior High School Leaving Certificate with an average of 90 percent.

Tanzania
Successful completion of one year of study at a recognised university with passing grades or above.

Thailand
Certificate of Secondary Education – Score is based on grade point average on 4 point scale, where A=4, B=3, C=2, D=1, F=0 awarded of Matayom 6.

Turkey
Completion of one year of study at a recognised university with passing grades.

United Arab Emirates (UAE)
Completion of one year of study at a recognised university with passing grades.

USA
SAT (Scholastic Aptitude Test) – A grade of 4 or 5 at any Advanced Placement (AP) subject received one bonus rank point. A maximum or two bonus rank points can be received. Evidence of completion of the equivalent of year 12 Secondary Studies must be presented.

Vietnam
On successful completion of the Upper Secondary Education Graduation Diploma (Bag Tot nghiep Trung Pho tong) with a grade of 8.5 or completion of one year of study at a recognised university with passing grades.

For Cambridge, Hong Kong, Singapore, GCE or University of London A Level results students are required to pass three A level subjects at least two of which have been passed at one sitting, with an aggregate score of six points or passes in two advanced level subjects at one sitting with an aggregate score of six points where A=5, B=4, C=3, D=2, E=1.
“I learnt so much from my student placement that I had not thought of while studying. I actually got to practise all the knowledge and theory I learnt during my course.”

My ACAP: Connie Li Graduate Diploma of Counselling
How to apply

Step 1
Complete the Application form in this guide or on our website acap.edu.au.

Step 2
Attach certified copies of all academic qualifications including school and English language test results and any relevant employment documents. Please ensure that your current name is added to any documents obtained under a former name and that certified translations accompany documents that are not in English.

Copies can be certified by:
• a Justice of the Peace
• an authorised ACAP representative
• an Australian Diplomatic Mission or
• an Australian Education Centre

Step 3
Submit your Application form and any relevant written statements. Please refer to course entry requirements.

Via mail:
ACAP Admissions
Locked Bag 11
Strawberry Hills NSW 2012
Australia

By fax:
+61 2 8236 8071

By email:
info.acap@navitas.com

Or online:
acap.edu.au

Step 4
In some instances, for us to assess your application you will need to speak to a staff member either via telephone, face-to-face or via Skype. If we do need to talk to you, one of our staff will contact you to arrange a suitable time.

Step 5
If your application is successful, you will receive a Letter of Offer from ACAP, within approximately five days, explaining the course you have been offered, any conditions if attached to the offer, how to enrol and the commencement date.

Step 6
In order to accept the offer of a place, you need to pay a commencement fee of A$250 and, if applicable your Overseas Student Health Cover (OSHC). The commencement fee that you pay will be deducted from the tuition fee amount you pay for your first term of study.

Payment may be made by credit card (Visa and MasterCard only), by direct deposit or telegraphic transfer to the account given below. If you pay by direct deposit or telegraphic transfer, you need to provide ACAP with proof of payment (such as a receipt). To do this, send receipt details to info.acap@navitas.com, with your name in the subject heading.

Bank
Westpac Banking Corporation
Branch
St George’s Terrace
Address
109 St George’s Terrace
Perth, WA 6000 Australia
BSB
036 000
Account #
806586
Account Name
Australian College of Applied Psychology Pty Ltd
Swift Code
WPACAU2S

Step 7
On receipt of your commencement fee and, if applicable, your OSHC payment, your place at ACAP will be confirmed in writing and you will receive an Electronic Confirmation of Enrolment (eCoE).

How to apply for a student visa
If you are a prospective international student intending to study in Australia on a student visa, you need to obtain a student visa from an Australian Diplomatic Mission in your home country before leaving for Australia. Sufficient time for issuing of a student visa (usually around six weeks) should be allowed before commencement of the course.

You will need to include the following information from ACAP in your visa application:
• your Letter of Offer and,
• your Electronic Confirmation of Enrolment (eCoE).

For more detailed information about applying for a student visa and to obtain a student visa Application Form, visit the Department of Immigration and Citizenship (DIAC) website immi.gov.au.

Further information
Should you require further information, please contact ACAP:
E info.acap@navitas.com
T 1800 061 199
T +61 2 9996 6170
W acap.edu.au

Note: Payment of Fees (as shown on your Letter of Offer) is required before the start of the term in which you commence your study.
Conditions of enrolment

The following is a summary of the College’s policies. Detailed information can be obtained from the ‘Policies’ page on the ACAP website currentstudents.acap.edu.au.

Fees

General
1. Your Letter of Offer will list the fees you should pay: tuition fees, overseas student health cover fees and any other general charges levied by ACAP. All required fees must be paid in advance for each term.
2. The annual tuition fee for each course can be found at acap.edu.au/costs.html. ACAP will update the schedule of fees in accordance with any changes to ACAP fees. As a student of ACAP you will be liable for any increase in fees each year of your academic studies.
3. Fees are correct at the time of printing. ACAP reserves the right to vary its fees at any time.
4. Should it be necessary for you to repeat a unit, the full unit fee is payable.
5. Course fees only cover the cost of your tuition. They do not cover other expenses associated with your study in Australia such as accommodation, textbooks, or living expenses.

Refund policy

Once you accept a place offered by ACAP and pay fees, a binding agreement has been created between you and ACAP. For new and re-enrolling students, no refunds are given for tuition fees unless you have withdrawn or deferred from your course within the time frames specified in the refund policy. For further information, refer to your Letter of Offer or currentstudents.acap.edu.au.

Withdrawal

If you have paid fees to ACAP and subsequently wish to withdraw your enrolment, you will be subject to the ACAP refund policy. Notification of withdrawal from your course must be made in writing to ACAP via submission of a Withdrawal from Study form to the Student Administration Department. This form can be obtained by emailing info.acap@navitas.com.

Deferral

If you have paid fees to ACAP and wish to defer your admission until a later term due to compassionate or compelling circumstances you must advise ACAP in writing. ACAP will hold any fees paid until commencement of that term and will not levy an administration charge for the deferral. For further information refer to currentstudents.acap.edu.au.

Packaged programs

If you satisfactorily complete the pre-requisite course of a packaged program and have received a Confirmation of Enrolment from ACAP but choose not to enrol in the principle ACAP course you will not receive a refund.

If you fail to satisfactorily fulfil requirements and/or conditions for admission to the offered course at ACAP (including failure to complete the pre-requisite course in a packaged program) and fail to gain admission to another ACAP course, you will receive a refund of 80 percent of partial payment upon written application.

Timing of refunds

Please refer to the colleges refund policy which can be viewed at currentstudents.acap.edu.au.

Complaints

If you have a complaint or inquiry regarding refunds, please refer to the College’s Academic Grievances and Appeals Policy and Procedures or the Non-Academic Grievances and Appeals Policy and Procedures which can be found at currentstudents.acap.edu.au.

Tuition assurance

ACAP is a member of approved Tuition Assurance Schemes for Australian domestic students and conforms to the requirements of the Tuition Protection Service (TPS) established by the Australian Government for overseas students. This assures current and intending students of ACAP courses that lead to an ACAP issued ADF award that they will be offered a suitable alternative course or have unspent course money refunded if ACAP cannot provide the course for which the student has paid. Further information about ACAP’s tuition assurance arrangements is available at acap.edu.au/Costs.html.

Visa conditions for those on a Student visa

1. When you receive a student agreement and offer from ACAP you will be invited to purchase Overseas Student Health Cover (OSHC). OSHC is a compulsory insurance that provides cover for the cost of medical and hospital care which you may incur while in Australia. It is a requirement of the Department of Immigration and Citizenship (DIAC) that you purchase OSHC for the entire period of your student visa. Please note: OSHC does not cover any pre-existing conditions (such as pregnancy or prior illness). Further information can be obtained from oshc@kankanassistance.com.au.
2. You are required to complete your course within the duration specified in your Confirmation of Enrolment (eCoE).
3. Student visas are usually issued for the period of the course. Contact the Department of Immigration and Citizenship for full details of the length of student visas immi.gov.au.
4. ACAP is obliged to report to the Australian Government any of its international students studying on a student visa who breach the conditions of their student visa.
5. While you are a student at ACAP, it is a condition of your student visa that you keep us informed of any changes to your residential and mailing addresses.
6. For full information on the conditions and requirements of studying on a student visa please refer to the DIAC website immi.gov.au/students.

Other conditions

1. You are expected to attend all classes, undertake all assessment and examinations during your course, and abide by the rules and regulations of ACAP that are in force at any time.
2. ACAP may, by written notice, vary the conditions of enrolment as may be necessary to comply with any law, regulation or amendment thereof, of the Commonwealth of Australia or the States of New South Wales, Queensland and Victoria.
3. In the event of circumstances requiring urgent medical care and where it is not possible to contact the parent/guardian, ACAP is authorised as a matter of urgency to seek and provide appropriate medical care.
4. You must meet the minimum English language requirements for entry to the course. English proficiency may be tested and if the test reveals insufficient English language skills you will be required to include a bridging English course in the first term of study, or to enrol in ELICOS prior to the commencement of studies – all at the sole discretion of ACAP.
5. If you are granted Permanent Residency prior to the Census Date for a term you will be charged Domestic Student fees for that term provided you submit documentary evidence of your change of visa status. If you are granted Permanent Residency after the Census date, you will be enrolled in the following term as a Domestic Student providing you submit documentary evidence of your change of visa status.
6. ACAP reserves the right to withdraw a course from offer at its discretion. If you are unable to enrol in a similar course(s) at ACAP and the enrolment is cancelled, all unspent fees will be refunded.
7. You are protected by the Education Services for Overseas Students (ESOS) legislative framework available at aei.gov.au.
8. You are expected to read the ACAP Student Handbook available online at currentstudents.acap.edu.au. Acceptance into an ACAP course is conditional upon your agreement to be bound and abide by the policies, procedures and terms set out in the ACAP Student Handbook.
Campus locations

**SYDNEY CAMPUS**
Level 5, 11 York Street
Sydney NSW 2000

**MELBOURNE CAMPUS**
Level 10
125 Lonsdale Street
Melbourne VIC 3000

**BRISBANE CAMPUS**
Ground Floor, East Tower
410 Ann Street
Brisbane QLD 4000
Personal details

Title: [ ] Mr  [ ] Mrs  [ ] Miss  [ ] Ms  [ ] Other

Family name:

Given names:

Preferred name:

Date of birth: DAY / MONTH / YEAR

Country of birth: Nationality:

Gender: [ ] Male  [ ] Female

Do you hold a current Visa to be in Australia: [ ] Yes  [ ] No

If yes, Visa type, number, expiry date and conditions:

Contact details

Address in Australia (if known):

State:  Postcode:

Home telephone:

Address overseas (must be applicant’s address - not agent’s address):

Home telephone:

Mobile telephone:

Email (must be applicant’s email - not agent email):

Secondary Education details

What is your highest completed secondary school level:

[ ] Year 10 or lower  [ ] Year 11  [ ] Year 12

School attended:

Completed: [ ] Yes  [ ] No  Year completed:

Language of instruction:

Have you previously enrolled in any further post-secondary school studies in Australia or overseas: [ ] Yes  [ ] No

Name of qualification:

Institution attended:

Completed: [ ] Yes  [ ] No  Year completed:

English language

What is your current English language level?

IELTS:  TOEFL:

Other (please specify):

What is the main language that you speak at your permanent home address?

[ ] English  [ ] Other (please specify):

Course selection

[ ] Bachelor of Applied Social Science
[ ] Bachelor of Psychological Science
[ ] Bachelor of Psychological Science (Honours)
[ ] Graduate Diploma of Counselling
[ ] Graduate Diploma of Psychology
[ ] Graduate Diploma of Psychological Sciences
[ ] Graduate Diploma of Professional Psychology
[ ] Master of Psychology (Clinical)

To apply for the Graduate Diploma of Professional Psychology or the Master of Psychology (Clinical) please contact the College on +61 2 9964 61 70 or info.acap@navitas.com.

Note: ACAP reserves the right to offer its courses subject to meeting minimum numbers and may cancel a course prior to commencement should the minimum number of enrolments not be met.

ACAP course commencement

Please indicate the year you wish to begin your studies:

Year:

[ ] Term 1, February  [ ] Term 2, June  [ ] Term 3, September

Please select the campus that you are interested in studying at:

[ ] Sydney  [ ] Brisbane  [ ] Melbourne

Note: If you are an international student studying on a student visa you must enrol full-time.
Overseas Student Health Cover (OSHC)

Note: You only need to complete this section if you are intending to study with ACAP on a student visa.

☐ Please tick if you want your email address provided to our OSHC provider. If you already have OSHC, provide details:
OSHCl provider’s name:
Your membership/policy number:

Expiration date: _______ DAY / MONTH / YEAR

Medical/disability

Do you have a disability, impairment or long term medical condition which may affect your studies? ☐ Yes ☐ No

Please indicate the areas of impairment:
☐ Hearing ☐ Vision ☐ Mobility ☐ Learning ☐ Medical
☐ Other (please specify):

Would you like to receive advice regarding services and facilities available? ☐ Yes ☐ No

Emergency contact details

Name:
Relationship:
State: Postcode:
Telephone:
Email:

I authorise ACAP to seek appropriate medical care for me, as a matter of urgency, in the event of circumstances during on-campus classes requiring urgent medical care when it is not possible to contact my parent/guardian or next of kin. ☐ Yes ☐ No

Other information

How did you first learn about ACAP? You may tick more than one:
☐ Education Agent ☐ Internet Search
☐ Recommended by a friend/relative: ☐ Exhibition/Seminar
☐ Newspaper/Magazine/Advertisement ☐ ACAP Website
☐ Other (please specify):

Application checklist

Check that you have:
☐ Completed all sections of the Application form
☐ Read and understood the Conditions of Enrolment including the Refund Policy

Check that you have attached:
For mature age entry (aged 21 years and over):
☐ A 150 word statement describing your interest in the course, relevant experience, expectations and ability to succeed (for the Bachelor of Applied Social Science)
☐ A 500 word statement which meets the guidelines listed on acap.edu.au/how-to-apply.html (for the Bachelor of Psychological Science)
☐ Certified copies of qualifications attained, including English translation if applicable
☐ English Proficiency results
☐ A certified copy of the first page of your passport
☐ A certified copy of your Australian visa

Privacy statement

The Australian College of Applied Psychology (ACAP) collects, stores and uses personal information for the purposes of administering prospective, current and graduate student admissions, enrolment and education.

From time to time, ACAP may share your personal information within the Navitas Group and we may use that information to offer or notify you of products, services or other information that we reasonably believe may interest you. We will not do so, if you tell us not to. We may contact you via post, telephone, email, SMS or MMS in relation to these marketing offers.

ACAP may also share your information with third party providers, such as market research firms or electronic storage providers, who are engaged to provide certain services to ACAP. Where information is disclosed to third parties, ACAP will not allow the use of your information for any purpose other than the purpose for which it was disclosed.

You have the right of access to and alteration of, the information concerning yourself in accordance with the Privacy and Personal Information Act, 1988 (NSW). For more information, please refer to acap.edu.au.

If you do not wish to receive marketing or other offers from the Navitas Group, please tell us by checking this box.

Declaration

Important: This document contains and refers to contractual terms.

I give this declaration and agree to these terms in support of my application for enrolment in a course at ACAP.

I declare that I can produce to ACAP originals of all documentation relied on in support of this application and I agree to produce any such documentation to ACAP on request. I authorise ACAP to obtain any further information or records from any educational institution or recognised educational qualifications assessment body and to verify any information about my employment history that I have given to ACAP.

I agree that I have been given the opportunity to read the policies, procedures and terms set out in the ACAP Student Handbook available on-line at acap.edu.au. I agree to be bound and abide by the policies, procedures and terms set out in the ACAP Student Handbook, as amended from time to time, if I am accepted as a student at ACAP.

I understand that some ACAP courses require the completion of practical experience placements and that, if this is a requirement of my course, I will be required to complete all declarations, consents and checks required by law or otherwise reasonably required by ACAP, including a Working With Children Check declaration and consent and criminal record checks. If I am unable to provide all required and satisfactorily completed declarations, consents and checks as and when requested by ACAP, I will not be eligible to participate in practical experience placements and I understand that I will be unable to complete the course.

I understand that, if ACAP is required by law or considers it appropriate for public policy reasons (including health and safety) to close any campus, ACAP may require on-campus students to receive tuition via flexible delivery.

I understand that ACAP, as an approved Higher Education Provider (HEP), is required to collect the information on this form, and is doing so for the purpose of assessing my admission entitlement and entitlement to Commonwealth Assistance under the Higher Education Support Act 2003 and allocation of a Commonwealth Higher Education Student Support Number (CHESSN) to me; ACAP will disclose this information to the Department of Industry, Innovation, Science, Research and Tertiary Education (DISRTE) for these purposes. DISRTE will store the information securely in the Higher Education Information Management System, and may disclose the information to the Australian Tax Office and other designated authorities. ACAP and DISRTE will not otherwise disclose the information without my consent unless required or authorised by law.

I declare that the information I have supplied on this form is complete, true and correct. I understand ACAP is relying on this declaration and agreement in making any decision regarding admission and that ACAP may change any such decision if this declaration in false.

Applicant’s signature:

Date: _______ DAY / MONTH / YEAR

Note: International students applying to study with ACAP must turn 18 at least 1 week prior to the commencement of classes.

Send your application to our Admissions Officer:

Locked Bag 11 Strawberry Hills, NSW 2012 or fax to +61 2 8236 8071.

Contact ACAP if you require further information or help completing your application form email info@acap.edu.au or call +61 2 9964 6170.

Agent’s stamp:

Agent name: Email:

When will you know? If the application is complete, with all the relevant original or certified documents attached and you are deemed eligible for the course for which you have applied for, a Letter of Offer will be emailed or sent to you and/or your agent (if you have one). The more complete an application the quicker it will be processed. If you are applying for credit for previous study, or if an academic needs to review your application, you should allow more time.
Navitas provides you with the education you need, to get where you want to be in life. From English language skills and courses to help you enter university, to training for the workplace, Navitas colleges and campuses in 28 countries will support you every step of the way.

With over 100 Navitas and SAE Institution locations across the globe, and over 55,000 international students currently studying with us, we understand the world’s learning needs. We’ve become one of the most trusted providers of education and training in the world. Navitas offers to students, professionals and migrants from around the world, the following opportunities:

- English language training
- High school studies
- University preparation and programs
- Post-secondary education for creative media technology
- Career advancement programs
- Student recruitment programs
- Internship programs
- Migrant settlement services

We also offer customised workplace training for companies, and a range of training and settlement services for the Australian government. Wherever you are, and wherever you want to be, the resources of our staff around the world will ensure your success.

Members and affiliates of Navitas:

Australia

- ACAP (Australian College of Applied Psychology)
- ACN – La Trobe University, Sydney
- ATTC (Australian TESOL Training Centre)
- CELUSA (Centre for English Language in the University of South Australia)
- Curtin College – Curtin University, Perth
- Curtin University Sydney
- CyberT Interserve
- Eynesbury – The University of Adelaide and University of South Australia
- Hawthorn-Melbourne
- La Trobe Melbourne – La Trobe University
- MBT – Deakin University, Melbourne
- MQC – Macquarie University, Sydney
- Navitas English (formerly ACE/ACL)
- Navitas Health Skills Australia
- NCPS (Navitas College of Public Safety)
- Navitas Professional
- NIC – The University of Newcastle
- PIBT – Edith Cowan University, Perth
- QIBT – Griffith University, Brisbane and the Gold Coast
- SAE Institutions/Qantm Colleges
- SAIIBT – University of South Australia, Adelaide
- SIBT – Macquarie University, Sydney

Canada

- FIC – Simon Fraser University, Vancouver
- ICM – the University of Manitoba, Winnipeg

United Kingdom

- BCUC – Birmingham City University
- CRIC – Anglia Ruskin University, Cambridge
- EIC – Edinburgh Napier University
- HIC – University of Hertfordshire, Hatfield
- ICP – University of Portsmouth
- ICRGU – Robert Gordon University, Aberdeen
- ICWS – Swansea University
- LIBT – Brunel University, London
- PULIC – Plymouth University
- SAE Institutions/Qantm College

United States of America

- Navitas at UMass Boston – University of Massachusetts Boston
- Navitas at UMass Dartmouth – University of Massachusetts Dartmouth
- Navitas at UMass Lowell – University of Massachusetts Lowell
- Navitas at WKU – Western Kentucky University (WKU)
- Navitas at UNE – University of New Hampshire
- SAE Institutions

Africa

- SAE Institute, South Africa
- AUSI – Edith Cowan University, Kenya

Asia

- ACBT – Edith Cowan University, Sri Lanka
- Curtin Singapore (The Singapore Campus of Curtin University)
- MIBT Indonesia – Deakin University
- SAE Institutions – India, Indonesia, Malaysia, Singapore, Thailand/Qantm College – Singapore

Europe

- SAE Institutions/Qantm Colleges – Austria, Belgium, France, Germany, Greece, Italy, Netherlands, Sweden, Switzerland, Slovenia, Spain, Turkey

Middle East

- SAE Institutions – Jordan and Kuwait

New Zealand

- SAE Institute, Auckland
- UCIC – University of Canterbury, Christchurch

Central America

- SAE Institute, Mexico

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Australian College of Business and Technology (ACBT) and Melbourne Institute of Business and Technology Indonesia (MIBT-I) are affiliated organisations and are not owned by Navitas Limited.

Navitas USA: These schools are authorized under federal law to enroll non-immigrant alien students. University Pathway Programs are not available to students from the People’s Republic of China, for any University of Massachusetts campus where Navitas conducts these programs.

Registered Company names and CRICOS provider codes: SAE Institute Pty Ltd 00315F (NSW), 02431E (WA), 00447B (VIC), 03204G (QLD), Navitas Burntoria Pty Ltd trading as La Trobe Melbourne 023332, La Trobe University 00175M (VC), Australian Campus Network Pty Ltd, La Trobe University 022180 (NSW), Colleges of Business and Technology (NSW) Pty Ltd trading as Curtin Sydney, Curtin University 00337B (NSW), Educational Enterprise Australia Pty Ltd trading as Eynesbury 00560A, The University of Adelaide 001238, Melbourne Institute of Business and Technology Pty Ltd 019584, Deakin University 001795, Perg Institute of Business and Technology Pty Ltd 063793, Edith Cowan University 001795, Queensland Institute of Business and Technology Pty Ltd 017377; Griffith University 00233B, South Australian Institute of Business and Technology Ltd 029195, University of South Australia 001796, Sydney Institute of Business and Technology Pty Ltd 017676, Macquarie University 000201, IB Sydney Pty Ltd trading as Macquarie City Campus, Newcastle International College 029393

The University of Newcastle 005095, Navitas English Degrees in NT will be delivered by Navitas English (Navitas English Pty Ltd) 0039157 (VIC), CRICOS provider code: 03731B (VIC), Courses in NSW, QLD and WA will be delivered by Navitas English (Navitas English Services Pty Ltd) 0032697 (NSW), CRICOS provider codes: 00813M (NSW), 00071B (QLD), 000520 (WA), with the exception of the Certificate IV in TESOL course which will be delivered by Navitas English (Navitas English Pty Ltd) 0039157 (VIC), CRICOS provider code: 03731B, Navitas International Professional Pty Ltd trading as the Australian College of Applied Psychology 03738A (NSW), 02665B (QLD), 02898F (VIC), UCIC NZQA Provider Number 7177

K2M CCA BN: 81210 3546; VIC CCA BN: 81210 3546; Company Numbers: Birmingham City International College Ltd trading as Birmingham City University International College (BCUC) 03445570, CRICOS 06447773, EIC 04822392, ICP 047013; ICWS 421426; HBT Ltd trading as HIC 5163362, ICM 51751106; Plymouth Devon International College Ltd trading as Plymouth University International College (PUIC) 04822392, CRICOS 07154254, Navitas Limited ABN 69 109 613 309
Australian College of Applied Psychology

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Sydney NSW 2000 Australia

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Melbourne VIC 3000 Australia

Brisbane
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410 Ann Street
Brisbane QLD 4000 Australia

T 1800 061 199
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F +61 2 8236 8071
E info.acap@navitas.com

ABN 94 057 495 299
Navitas Professional Institute Pty Ltd trading as the Australian College of Applied Psychology.

CRICOS provider codes: 01328A (NSW), 02565B (QLD), 02829E (VIC)

The information contained in this brochure is correct at the time of publication, however, the Australian College of Applied Psychology reserves the right to alter, amend or delete details at any time without notice.

The information in this guide is intended for students seeking to study with ACAP on an international student visa.

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navitas.com

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