

**Student Membership Renewal**

This category of membership is open to all current non-practising students of a UPCA accredited programme in psychotherapy or psychotherapeutic counselling. It is a requirement of UPCA programme approval, that students studying on UPCA accredited programmes, maintain UPCA membership for the duration of their training and thereby agree to abide by the UKCP Code of ethics and professional practice. Student members of UPCA may additionally join UKCP as Student members. UPCA members in this category should use the designation;

 Student-MUPCA.

 **Please complete Parts A to D and save in either a *Word* or *PDF* format and**

**return by *email* to** **administration@upca.org.uk**

**Part A: Personal Details** (To be completed by all applicants)

| **Title: (Ms, Mx, Mr, Miss, Mrs, Other):** |
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| **First Name(s):** (This will be used on your certificate) |
| **Surname:**(This will be used on your certificate) |
| **UPCA Membership Number:** (This can be found on your previous membership certificate) |
| **Email:** | **Telephone:** |
| **Full Address and Postcode:**(This will not be used on your certificate) |

**Part B: Course / Programme Information** (To be completed by all applicants)

| **Training Institute/University:**  |
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| **Course Title:**  |
| **Course Enrolment Date**:  |
| **Research Interest:**  |
| **Have you started clinical practice/placement: Yes/No  If Yes, please complete a Trainee member application form, available from:** [**www.upca.org.uk**](http://www.upca.org.uk) ***or*** ***administration@upca.org.uk*** |

**Part C: Payment of Fees** (To be completed by all applicants)

| **Membership Fees:** **Please pay the fee when you submit your application.** **The fee for Student Membership is £21 per membership period which runs from 1st September to 31st August each year.****Payment should be made by:** **UK payments by BACs - Bank transfer to UPCA** | Account Number: 40241253 | Sort Code: 20-35-27**Non-UK Transfers should be made to UPCA in £ GBP to:** IBAN No: GB05 BUKB 2035 2740 2412 53 SWIFTBIC: BUKBGB22. Many of our international members use [**Wise**](https://wise.com/) as an alternative way to transfer their membership fees however, you will need to check if this is eligible in your country of residence and compare their fees. There are also various other global money transfer websites.**Missed years/Re-joining fees:** an administration fee of £46.20 will be charged to re-join for a previously cancelled or lapsed membership, plus the fees for any missed years.For clarification get in touch with administration@upca.org.uk |
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| **Amount Paid:****Date payment made:**Your payment reference\*: | **\*Important: Please include your membership number & surname in your payment reference to enable us to trace your payment.** |

**Part D: Terms and Conditions** (To be completed by all applicants)

| **UPCA Student Membership****In applying to renew my Student Membership, I hereby agree to:*** Abide by the [**UKCP Code of Ethics and Professional Practice**](https://www.psychotherapy.org.uk/about-ukcp/how-we-are-structured/ukcp-committees/ethics-group/code-of-ethics-updated/)
* Advise UPCA of any breaks in training
* Inform UPCA about any convictions or complaints made against me
* Maintain membership of UPCA for the duration of my training
* Notify UPCA when I begin clinical practice and apply for Trainee membership
* Notify UPCA of any change of contact details.

**Declaration:** I declare that my application form contains only true information. I understand that UPCA may make enquiries as they consider necessary to verify any information given. I understand that if any incorrect, incomplete or plagiarised information is discovered, my application/renewal may be invalid and UPCA has the right to withdraw my application. I understand that my membership of UPCA (and any associated UKCP membership) is dependent upon remaining in membership of UPCA.

| **Member signature/e-signature:** |  |
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| **Date:** |  |

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## Data Protection

The information you provide in this form is required to process your membership. You will have the right to access the information you have provided as well as the other rights afforded to you under data protection laws. You may request for the information to be destroyed. This will result in your withdrawal from the process. If you do not provide all the information required on this form your renewal may not be processed.

Information submitted may be stored and processed electronically for the purposes of delivering services, marketing and supplying information. Data may be passed to other parts of the organisation and partner organisations operating on our behalf to enable this to take place. We will ensure your data is always stored and handled securely.

To find out more about the way we look after personal data please see the UPCA privacy notice at [www.upca.org.uk](http://www.upca.org.uk)