



THE PSYCHOLOGICAL SOCIETY OF IRELAND

Cumann Síceolaithe Éireann

2nd Florr, Grantham House, Grantham Street, Dublin 2.

Tel: 01 - 4749160

Email: info@psihq.ie

APPLICATION FOR GRADUATE MEMBERSHIP

Qualifications: The minimum qualification for Graduate Membership is a first or second class honours degree recognised by the Council, in which psychology is a main subject, or a post-graduate award in psychology recognised by the Council or such equivalent qualification as the Council may from time to time determine.

The Council has determined that applicants for Graduate Membership must have either pursued a course which has been accredited by the Society or have an equivalent qualification. In deciding on equivalence the Council takes into account its guidelines on the accreditation of courses leading to a first qualification in psychology. To be considered “equivalent” a qualification should be based on a relatively broad range of psychology courses including the biological bases of behaviour, developmental psychology, cognitive psychology, social psychology, personality and individual differences (including psychometrics) and research methodology. Applicants should have demonstrated research competence in practical work and in the completion of a supervised research project. *It should be noted that a higher degree in psychology does not necessarily qualify an applicant for Graduate Membership in the absence of a broad range of basic studies in psychology.*

Referees: Applications for Graduate Membership should be signed by TWO current members of PSI who may be required to attest to the applicant’s qualifications. Alternatively, the signatures of two psychologists who are current members of the internationally recognised psychological association (or who are registered psychologists) in the country where the qualifications were obtained will usually be accepted. In all cases the first referee should be a member of the academic staff of the psychology department in which the applicant took the main course on the basis of which the application is being made.

A non-refundable processing fee of €100.00 must accompany each application. This fee will be deducted from the annual Graduate Membership Fee if Graduate Membership is granted. The schedule of fees for the current year is included with this form. A processing fee of €65.00 only applies if you are in either the first 3 years post graduation or a full-time postgraduate trainee.

PLEASE PRINT IN BLOCK CAPITALS:

Applicant’s Surname _____	Name(s) _____	Title _____
Date of Birth _____		
Address (to which all correspondence should be sent)		

Telephone _____	Email _____	

Have you made any previous application for Graduate Membership to PSI? Yes <input type="checkbox"/> No <input type="checkbox"/>
If yes, please state year _____

For Office Use: Date received: _____

Paid: _____

MQRC requested/date: _____

Returned to PSI: _____

Accepted on basis of: _____

Please ensure that the documentation listed below is returned with your application form.

CHECKLIST: (for those with Irish qualifications)

- Non-returnable **PHOTOCOPY** of degrees/certificates.
- Official transcripts (**NOT PHOTOCOPIES**) of all relevant courses completed.
- Referee section completed.
- If applying for postgraduate status, the form is signed/stamped by the University
- Processing fee.

CHECKLIST: (for those with British qualifications)

- Documentary evidence of Graduate Basis for Registration (GBR) with the British Psychological Society (where appropriate)
- Referee section completed.
- Copy of Validation letter from DHC (if appropriate)
- Were you a Student Subscriber of the PSI:
 - Yes, please give your Student Subscriber No. _____ or year _____*
 - No*
- If applying for postgraduate status, the form is signed/stamped by the University
- Processing fee.

CHECKLIST: (for those with overseas qualifications)

- Non-returnable **PHOTOCOPY** of degrees/certificates.
- Official transcripts (**NOT PHOTOCOPIES**) of all relevant courses completed.
- Documentary evidence of eligibility for membership of a relevant professional association of psychologists (where appropriate).
- Referee section completed.
- If applying for postgraduate status, the form is signed/stamped by the University
- Processing fee.

Applicants should retain a copy of their application.

QUALIFICATIONS IN PSYCHOLOGY

List in chronological order your qualifications in psychology. If you are listing more than two awards, please photocopy this page and attach. In the case of a conversion course, you should also specify your primary degree. **Please attach ORIGINAL course transcripts (not Examination Judgment Forms) and COPIES of degree certificates. Applicants who have Graduate Basis for Registration with the BPS need only supply documentary (original) evidence of this.**

Title of degree/diploma** Is the course accredited by PSI? Yes <input type="checkbox"/> No <input type="checkbox"/> Is the course accredited by BPS? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Start Date	
End Date	
Level (Honours or Pass)	
Grade obtained	
Main subjects studied	
Name of institution where course was taken <i>Insert "Distance Education", if appropriate.</i>	
Award conferred by	
Title of research project/thesis**	

Title of degree/diploma** Is the course accredited by PSI? Yes <input type="checkbox"/> No <input type="checkbox"/> Is the course accredited by BPS? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Start Date	
End Date	
Level (Honours or Pass)	
Grade obtained	
Main subjects studied	
Name of institution where course was taken <i>Insert "Distance Education", if appropriate.</i>	
Award conferred by:	
Title of research project/thesis**	

NB:

****Do not omit this information.**

In order to facilitate members that are not in full time employment, the Psychological Society have introduced the following reduced rates of membership. If you feel you may be eligible for these reduced rates, please tick the appropriate box.

Overseas Affiliate Status **(an application form will be set to you)**

The Psychological Society of Ireland has introduced the grade of Overseas Affiliate to allow members who move or live abroad to pay a reduced fee, while maintaining links with the Society. An annual fee of €100 applies.

Reduced fee application form **(an application form will be sent to you)**

For the 2011 year, it has been decided that the following income levels will apply;

- Income below €4000, a reduced fee of €65 applies
- Income between €4000 and €12,800, a reduced fee of €105 applies
- Income above €12,800, the full fee of €260 applies

Full time post graduate member **€65 per annum**

Postgraduate Membership is available only to people who are full time post graduate students. If you are unsure of your eligibility, please contact the PSI office.

Evidence that you are engaged in full time postgraduate study must be provided. (e.g. university stamp, letter from college etc)

UNIVERSITY OR COLLEGE IN WHICH YOU ARE STUDYING

(Students of the Open University should write “Open University” here)

POSTGRADUATE COURSE/PROGRAMME IN PSYCHOLOGY FOR WHICH YOU ARE CURRENTLY REGISTERED

Date of Completion of this Course

Current Year of Study

UNIVERSITY/COLLEGE STAMP:

I CONFIRM THAT THIS APPLICANT IS A FULL TIME POSTGRADUATE STUDENT AT THIS UNIVERSITY.

SIGNATURE: _____

REFEREES

As indicated on page 1 of this form, applications for Graduate Membership should be signed by two current members of PSI who may be required to attest the applicant's qualifications. Alternatively, the signatures of two psychologists who are current members of the internationally recognised psychological association (or who are registered psychologists) in the country where the qualifications were obtained will usually be accepted. In all cases the first referee should be a member of the academic staff of the psychology department in which the applicant took the main course on the basis of which the application is being made.

FIRST REFEREE

As a member of the academic staff of the psychology department in which the applicant took a main course in psychology, I certify that, to the best of my knowledge and belief, the information which the applicant has given about his or her qualifications is correct.

SIGNATURE

DATE

NAME (**BLOCK CAPS**)

MEMBERSHIP NO.

Psychological association

List a main association of psychologists of which you are a member

Address of the psychological association

Current contact (work) address

Current Email Address

SECOND REFEREE

I certify that, to the best of my knowledge and belief, the information which the applicant has given about his/her qualifications is correct.

SIGNATURE

DATE

NAME (**BLOCK CAPS**)

MEMBERSHIP NO.

Psychological association

List a main association of psychologists of which you are a member

Address of the psychological association

Current contact (work) address

Current Email Address

MEMBERSHIP OF OTHER PSYCHOLOGICAL ASSOCIATIONS

Applicants who have not taken a course accredited by PSI should supply original documentary evidence of eligibility for membership of the internationally recognised psychological association of the country where the qualifications were obtained. This may be in the form of:

- (a) a copy of a membership card,
- (b) a letter (original copy) from the relevant body, or
- (c) an original letter from the head of department where the qualification was obtained.

Applicants who have taken a course accredited by the British Psychological Society should supply evidence of Graduate Basis for Registration (GBR) with the BPS.

As different psychological associations have different types/levels of membership, the PSI Council reserves the right to determine the relevance of information supplied about membership in other professional organisations.

DECLARATIONS

Have you ever been refused membership of a psychological society?
If yes, please provide details. Yes No

Have you ever been the subject of disciplinary proceedings by any professional body?
If yes, please provide details. Yes No

Have you ever been convicted of a criminal offence?
If yes, please provide details. Yes No

Do you know of any reason why you should not be admitted to Graduate Membership?
If yes, please provide details. Yes No

I declare that, to the foregoing declarations and information on this application form are, to the best of my knowledge, true and accurate.

Signed _____ Date _____

Care in providing full and accurate information together with supporting documentation where appropriate will obviate additional correspondence and delays.

Please ensure that the documentation listed below is returned with your application form.

CHECKLIST: (for those with Irish qualifications)

- Non-returnable **PHOTOCOPY** of degrees/certificates.
- Official transcripts (**NOT PHOTOCOPIES**) of all relevant courses completed.
- Referee section completed.
- If applying for postgraduate status, the form is signed/stamped by the University
- Processing fee.

CHECKLIST: (for those with British qualifications)

- Documentary evidence of Graduate Basis for Registration (GBR) with the British Psychological Society (where appropriate)
- Referee section completed.
- If applying for postgraduate status, the form is signed/stamped by the University
- Processing fee.

CHECKLIST: (for those with overseas qualifications)

- Non-returnable **PHOTOCOPY** of degrees/certificates.
 - Official transcripts (**NOT PHOTOCOPIES**) of all relevant courses completed.
 - Documentary evidence of eligibility for membership of a relevant professional association of psychologists (where appropriate).
 - Referee section completed.
 - If applying for postgraduate status, the form is signed/stamped by the University
 - Processing fee.
- Applicants should retain a copy of their application.**



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WHAT TO EXPECT WHEN APPLYING FOR GRADUATE MEMBERSHIP OF PSI

Thank you for applying for Graduate Membership of the Psychological Society of Ireland. This short guide to the application process may be of use to you. If you have a query at any stage of the process, please contact the office.

BENEFITS OF GRADUATE MEMBERSHIP

The Society is the learned and professional body for the profession in Ireland, with the primary object of advancing psychology as a pure and applied science in Ireland and elsewhere. It has been in existence since 1970. Membership brings with it many benefits.

- Option to join any of PSI numerous divisions (membership based on qualification) and special interest groups to foster further interest in different areas of psychology
- Continuing Professional Development – PSI has developed a formal system of CPD to give members the opportunity to update their skills and have formal recognition of this. All graduate members are encouraged to partake in PSI CPD activities.
- Members are governed and protected by The Society's Code of Ethics in carrying out their professional duties.
- Insurance companies often request individuals in private practice to be members of PSI in order to obtain professional indemnity insurance. PSI has organised preferential rates for PSI members with a number of Insurance companies.
- Representation – as the recognised professional body for the profession in Ireland, the Society is regularly asked by Government Departments to participate in and contribute to relevant fora.
- Members are entitled to substantially reduced fees at the PSI annual conference
- Access to monthly issues of The Irish Psychologist – the monthly magazine published in-house with psychology related features, articles, events, advertisements and Society news.
- Access to the quarterly issues of The Irish Journal of Psychology – the main academic Irish journal of professional psychology
- PSI members have a number of Ancillary support services available to them. Ancillary services are support services, professional and personal, sourced by the PSI and available to all PSI members.
- Members receive regular news updates of PSI developments, publications, seminars, workshops etc.

All membership applications received by the Society must be considered firstly by the Membership, Qualification, Registration Committee (MQRC) and then by the Council of the Society. Both bodies usually meet every eight weeks, with meetings synchronised to allow for an efficient yet meticulous application process. Therefore, the application process for graduate membership can take up to ten weeks (where all relevant documentation is provided).

PROCESSING STAGES

1. Once an application for Graduate Membership is received in the PSI office, the procedure is as follows:
 - The application is checked to ensure that all relevant documentation has been provided. Where documentation is incomplete, a notice will be sent to you, informing you of what is outstanding. If your application is incomplete, it cannot be passed to MQRC and further action on your application will not occur until the required documentation is provided. Please see the relevant documentation section below for further information.
 - The application is also checked to ensure that the correct processing fee is enclosed. In the case of Graduate Membership, the scrutiny fee is €100. If your application is successful, the scrutiny fee is deducted from your first year's membership fees. Hence, if your membership is approved, a further €160 is due. The scrutiny fee for Graduate Membership for applicants in the first 3 years post graduation is €65. No further fee is due on acceptance of membership.

2011 MEMBERSHIP FEES ARE AS FOLLOWS:

Graduate Membership	€260
Graduate Member in first 3 years post graduation	€65
Retired Psychologist	€65
Registered Membership	€70 (This fee is due in addition to the Graduate Membership fee)
Undergraduate Student Subscriber	€25
Full time Postgraduate	€65

2. On considering your application, MQRC may require some further information from you or seek clarification in relation to your qualification. You will be asked in writing to supply this information.
3. Once your application has been considered and approved by MQRC, the application must be ratified by Council. Following the Council meeting, you will receive a letter of acceptance for Graduate Membership of the Society, along with a Prescribed Declaration.
4. In order **to activate your membership** and be added to the Society's mailing list, you must sign and return the Prescribed Declaration, confirming that you will abide by the Code of Ethics of the Society. You must also return any outstanding membership fee for the year. Your membership will date from the day that the signed Prescribed Declaration and the fee are received in the PSI office.
5. You will then receive a letter from the Society, confirming your membership and giving you your membership number. You will also receive an induction pack, which will include PSI's Code of Ethics, Articles of Association and Society news.
6. The Society's membership year dates from January to December. Therefore there are no discounts or benefits accrued from applying for membership later in the year.

RELEVANT DOCUMENTATION

In order to prevent any delays in the application process, please include all relevant documentation with your application. Essential documents required by the Membership, Qualifications & Registration Committee are;

1. Clear and full information on **all** degrees and diplomas obtained
2. **PHOTOCOPIES** of degrees/certificates
3. Official course transcripts (not photocopies) of qualifications obtained – **ORIGINAL COPIES**
4. Completion of declarations and dated signature on page 3
5. (a) Signatures and **printed name** of two **current** members of The Psychological Society of Ireland. (Signatures of lapsed members cannot be accepted)
OR
(b) Signatures and **printed names** of referees familiar with that part of the applicant's academic record **relevant to their application. In all cases**, the first referee should be a member of the academic staff of the Psychology Department in which the applicant took the main course on the basis of which the application is being made.
6. Correct processing fee: €100 (first 3 years post graduation: €65)

If you obtained any of your qualifications in psychology in the United Kingdom, the following documentation is required (PLEASE NOTE: Numbers 2 & 3 above are not required if you have Graduate Basis for Registration with the BPS);

7. Documentary (**original**) evidence of Graduate Status for Registration (GBR) with the British Psychological Society.

If you obtained any of your qualifications in psychology outside Ireland or the United Kingdom the following documents are required;

8. Documentary (**original**) evidence of eligibility for membership of a psychological body affiliated with the International Union of Psychological Science (I.U.Psy.S)
OR
9. Documentary (**original**) evidence for Membership of American Psychological Association.

Please note: This document is intended as a guideline for those interested in applying for graduate membership of the Society and is in no way indicative of any decision which might be made regarding the outcome of any membership application.