



Irish Association for Counselling and Psychotherapy

Inactive Membership Application Form for Accredited Members

NOTICE TO APPLICANTS: Please complete using CAPITAL LETTERS.

Please return this completed form to: The Accreditation Secretary, IACP, First Floor, Marina House, 11-13 Clarence Street, Dun Laoghaire, Co. Dublin

PERSONAL DETAILS

Surname: _____ Title: _____

Forename: _____

Address: _____

Phone: _____ (Home) _____ (Mobile)

Email: _____

Membership Number: _____

Gender: M / F Date of Birth (dd/mm/yy): _____

Date you ceased, or intend to cease, practising as a Counsellor / Psychotherapist: _____

Reason for applying for Inactive Membership: _____

GUIDELINES FOR INACTIVE ACCREDITED MEMBERS

- This category is open to Accredited Members who have ceased practicing (in a paid or voluntary capacity) and are up to date with their annual membership fees.
- Inactive membership applications must be received before an applicant’s renewal of accreditation date and cannot be applied for if that renewal date has already been deferred.
- The period of Inactive Accredited Membership is valid for a minimum of 6 months and a maximum of 24 months.
- Members can request to return to Active status at any time between 6 and 24 months of their period of inactivity.
- At the end of the 24 months, an Inactive Accredited Member must apply in writing to the IACP to have their status changed to Active.
- Inactive Accredited Members are not required to undergo monthly supervision or engage in CPD activities for the period of their inactive membership.
- Annual membership fee for Inactive Accredited Membership is €105 and payable in January when annual membership fees are due.
- Applications made for an additional period of Inactive Accredited membership after the initial 24 months may be granted at the discretion of the Accreditation Committee.
- Inactive Accredited Members will not be listed on the IACP Referral Directory.
- Inactive Accredited Members may not volunteer on any IACP Sub-Committees.

To return to Active Accredited status, Inactive Members must:

- Set up a contract with an IACP, BACP or IAHIP Accredited Supervisor and attend at least one session with this Supervisor before applying.
- Make an application in writing to the IACP which must be accompanied by written confirmation from your Supervisor that a contract is in place.
- Provide a copy of current Professional Liability Insurance.

DECLARATION

I apply for membership of IACP as an Inactive Member.

I confirm that I agree to be bound by the IACP Memorandum and Articles of Association and to abide by the IACP Code of Ethics and Practice.

I confirm that the information I have supplied is correct and true. I understand that any inaccurate or false information or omission of material information shall render this application invalid.

I have read and understand the above guidelines for Inactive Members.

Signature: _____ Date: _____

ANNUAL FEE: €105.00. (Please note this fee is non-refundable.)

Donation to IACP (IACP welcomes your donation): _____

Method of Payment: Direct Debit / Credit Card / Cheque (circle one)

Select Card: Visa / Master Card / Maestro / Laser (circle one), enter card number:

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CVV: _____ Expiry Date:

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Signature: _____ Date: _____

Please return completed form with full payment to IACP, First Floor, Marina House, 11-13 Clarence Street, Dun Laoghaire, Co. Dublin .
Cheques, Bank Drafts or Postal Orders should be made payable to the Irish Association for Counselling and Psychotherapy.
Credit/Debit card payments may also be made by telephoning 01-230 35 36.

Documents will be destroyed after an appropriate period of time as per the IACP Retention policy. Do not send any original documents unless specifically requested.
Keep a copy of any application forms/correspondence you send to IACP for your own records.