

APPLICATION TO UPGRADE MEMBERSHIP

Please use block letters

Family Name: _____

Given Name: _____ QCA membership No. _____

Postal Address _____

Post code _____

Telephone (w) _____ (h) _____ (mob) _____

Email _____

Upgrade from: (please tick)

- Student to Affiliate/Associate/Provisional (Please circle)
- Affiliate to Associate/Provisional
- Associate to Provisional
- Associate to Clinical
- Provisional to Clinical

Upgrading from Student to Affiliate

1. You have PACFA approved qualifications and are seeking employment **OR**
2. You are employed using counseling skills but your qualifications do not meet PACFA standards

Upgrading from Student to Associate

QCA is no longer accepting applications at this level. Please apply to PACFA for the appropriate level of membership

Upgrading from Student to Provisional

1. You have completed an **approved** training programme that meets PACFA minimum standards (Bachelor's Degree or higher in counseling/psychotherapy containing 40 hours of client contact and 10 hours of related supervision)
2. You are ready to commence professional practice as a Counsellor
3. You have a Supervision Contract
4. You have a current Professional Indemnity Policy covering **all** areas of your work as a Counsellor

Upgrading from Associate to Provisional

1. You have completed a PACFA accredited (or equivalent) course in counseling/psychotherapy of at least AQF standard 7-9 (Bachelor's degree or higher) and which contained a minimum of 40 hours client contact with 10 hours of related supervision
2. You have signed Reports from your Supervisor/s certifying that you have met the above practice requirements
3. You have a Supervision Contract
4. You have a current Professional Indemnity Policy covering **all** areas of your work as a Counsellor

Upgrading from Provisional to Clinical

1. You have completed a further 750 hours of client contact
2. You have had a minimum of 75 hours counselling supervision linked to the above client contact hours
3. You have signed Reports from your Supervisor/s certifying that you have met the above practice requirements
4. You have a current Supervision Contract or Contracts covering **all** areas of your work as a Counsellor
5. You have a current Professional Indemnity Policy covering **all** areas of your work as a Counsellor

I have attached the following documentation: (tick the relevant lines)

- Certified copies of course completion certificate/s & official academic transcript/s
- Copy of current professional Indemnity Policy
- Supervision Contract on the prescribed form
- Supervisor/s Reports on the prescribed form

Processing fees for the above upgrades are as follows:

Student to Affiliate	\$33.00
Student to Provisional	\$55.00
Associate to Provisional	\$77.00
Provisional to Clinical	\$77.00

The appropriate processing fee must be included with the paper application and may be paid in the following ways:

If paying by cheque please make payable to QCA Inc.

If paying by Direct Deposit, use the following:

Bank:	RACQ Bank
BSB:	514179
Account #:	1208791
Name:	Queensland Counsellors Association

Please ensure that your name appears in EFT details so payments can be reconciled. Payment advice together with Application & documentation should be posted to:

**Queensland Counsellors Association Inc
PO Box 3319
Bracken Ridge Q 4017**

Any queries related to the completion of this form should be directed to the Registrar QCA at registrar@qca.asn.au or Tel. 0402 074 134.

.....

Signature

.....

Date

QCA OFFICE USE ONLY	Date received	Date endorsed	Membership Category	Amount paid	Receipt Number
--------------------------------	---------------	---------------	------------------------	-------------	----------------