# CHARTERED SCIENTIST APPLICATION FORM

The British Psychological Society is licensed by the Science Council to award the title Chartered Scientist to Members who meet the standards for the award. The steps you need to follow to apply for the award are set out below. Please read these notes carefully before completing the form.

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**SECTION 1**

**NAME:**

**MEMBERSHIP NO.**

**EMAIL ADDRESS**

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### SECTION 2 PAYMENT (£75)

You will be required to pay £75 on application (£35 of which is a non-refundable application fee). There is an annual fee of £75 to maintain your entry on the Science Council Register in subsequent years. We will invoice you each year around the anniversary of your gaining the award and may not show on your main Society subscriptions invoice.

By paying your annual fee and maintaining your registration as a Chartered Scientist, you are confirming that you are regularly engaging in CPD activity relevant to your status and adhering to Science Council CPD standards.

**Cheque:**
Made payable to *The British Psychological Society*.

**Telephone:**
We can provide detail of how to pay by phone once we receive your application.
Yes, please call me to request payment (please tick)    ☐

**Online:**
We can provide detail of how to pay online once we receive your application.
Yes, I would like to pay online (please tick)    ☐

### What happens once I have submitted my application?

- Please submit your application and supporting documentation to charteredscientist@bps.org.uk
- You should receive confirmation of your application being received by the Society within 3 working days.
- All applications for CSci status need to be assessed by the Society's Membership Advisory Group (MAG).  Their role is to assess these applications to ensure that the competences and requirements for an application are appropriately met.
- We will advise you of a formal decision once we have heard back from MAG.  If you are not satisfied with their decision, you have recourse to the Society's Appeals Process. Details are available from the Society's Appeals Manager on 0116 252 9919.

**SECTION 3 : DECLARATION**

I confirm that to the best of my knowledge and belief the information I have given is correct. I have read the [Chartered Scientist Competencies & Guidance](#) and agree to be bound by these. I acknowledge that, if granted Chartered Scientist status, I remain bound by the [Society's Code of Conduct and Ethics and Member Conduct Rules](#), which will continue to apply to me in tandem with the [Science Council Model Rules of Conduct for Registrants](#).

The BPS is committed to respecting your right to privacy and data security and to handling the information you provide responsibly within the requirements of the UK Data Protection Act. Our full privacy policy is available at: [www.bps.org.uk/privacy-policy](http://www.bps.org.uk/privacy-policy) or by written request to 'Enquiries' at the Society offices.

We are obliged to share applicant information with the Science Council for statistical and quality assurance purposes. In signing this form, I agree to the Society sharing the information I have provided with the Science Council.

I agree to the Science Council publishing my name on a public register (if you do not agree to be published, please tick this box ❏)

Signed:                                                          Date:        /        /

**SECTION 4: REFEREE'S DETAILS**

Your referee must be a Member of the Society, or a Chartered Scientist, who is a senior colleague, e.g., your Head of Department or Line Manager. Your referee must be able to attest to your successful practice, teaching or application of psychological science in order to be able to sign off the various competencies and make comments where appropriate.

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| **Referee's Name** | |
| **Referee's Email Address** | |
| **Referee's Membership No. (if known)** | |

# SECTION 5 – Assess my eligibility

**To be eligible for this award you will need to demonstrate that you have;**
  1. **A masters level qualification**
  2. **Have met the competencies set by the Science Council.**
     In this section of the application, you are required to demonstrate how each competency set by the Science council has been met.  We do not require additional supporting evidence such as project reports, standard operating procedures, or training course attendance certificates, but if you feel they may strengthen your application these will be accepted and reviewed.

**In addition to this, you will need to include the following for assessment;**

  o **Current CV**

  o **Photocopy of Master's degree certificate (where applicable)**

## *IMPORTANT*
**Please ensure that before proceeding with your application, you have read and agreed to the updated Chartered Scientist competencies and guidance, which are available at http://sciencecouncil.org/web/wp-content/uploads/2016/04/CSci-competence-report-guidance.pdf**

| Competency | Applicant's Evidence | Referees signature and comments |
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| **A1: Use specialist experiential knowledge and broader scientific understanding to optimise the application of existing and emerging science and technology**<br><br>E.g. You should provide sufficient detail here to show your specialist experiential knowledge and how you have applied it. Further to this, include any examples of where your broader scientific understanding is applied to your area of practice. | | |

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| **A2: Exercise sound judgement in the absence of complete information and in complex or unpredictable situations.**<br><br>E.g. This competence is asking you to identify and be aware of the limit of your own knowledge and professional competence, to demonstrate an ability to manage your own strengths and weaknesses and to recognise the level of risk attached to your actions. | | |
| **A3: Demonstrate critical evaluation of relevant scientific information and concepts to propose solutions to problems.**<br><br>E.g. You should think of this competence in terms of selecting the best methodology, the subsequent data analysis and conclusions you draw and how you overcome any barriers or issues. | | |
| **B1: Work autonomously and take responsibility for the work of self and others**<br><br>E.g. It is important for this competence to ensure you describe your contribution, responsibility and impact on a certain task and make it clear what you personally have achieved i.e. "I" not "we". | | |

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| **B2: Promote and implement robust policies and protocols relating to health, safety and security**<br><br>E.g. You should demonstrate that you understand the policies and protocols related to health, safety and security that apply to the work you are undertaking and describe any responsibilities that you have related to this. Security can include issues related to data, Intellectual Property, confidentiality, prevention of contamination, traceability of documents and information | | |
| **B3: Promote and ensure compliance with all relevant regulatory requirements and quality standards**<br><br>E.g. You should demonstrate that you understand which regulatory requirements and quality standards apply to your area of work | | |

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| **B4: Oversee the implementation of solutions with due regard to the wider environment and broader context.**<br><br>E.g. You should demonstrate an understanding of the potential and actual impacts of your work on your organisation, on the profession, on the general public and on the physical environment. | | |
| **C1: Demonstrate the ability to communicate effectively with specialist and non- specialist audiences**<br><br>E.g. A non-specialist audience is anyone working outside of your particular area of expertise, so it would not necessarily be a non-scientist. Your example(s) should indicate how you have communicated in<br>a way that is effective to each type of audience. | | |

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| **C2: Demonstrate effective leadership through the ability to guide, influence, inspire and empathise with others**<br><br>E.g. This competence is about understanding your leadership skills and is not reserved for those in management roles; it is applicable to all. | | |
| **C3: Demonstrate the ability to mediate, develop and maintain positive working relationships**<br><br>E.g. You should describe or define the "working relationship" and provide at least one example which focuses on your handling of a challenging interpersonal situation and demonstrates your ability to mediate and achieve a positive outcome. You should consider how through your approach you have changed or modified the behaviour or attitudes of others to positive effect. | | |

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| **D1: Scope, plan and manage multifaceted projects**<br><br>E.g. Describe a project that you have managed and make it clear the level of autonomy you had while working on the project, especially if you were in a team. You should show how you contributed to determining the resulting courses of action. | | |
| **D2: Demonstrate the achievement of desired outcomes with the effective management of resources and risks**<br><br>E.g. Using the project you have discussed under D1, or another project with which you have been involved, you should describe your roles and responsibilities in managing the activities to achieve the desired outcomes. | | |

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| **D3: Take responsibility for continuous performance improvement at both a personal level and in a wider organisational context**<br><br>E.g. Your examples should indicate what actions you take to make improvements to your personal performance and to your organisation as a whole. This could be through encouraging the continuous development of junior staff or through improvements to processes within the organisation. | | |
| **E1: Demonstrate understanding and compliance with relevant codes of conduct**<br><br>E.g. You should describe how the codes of conduct under which you practice relate to the work that you carry out and give examples of how they govern your professional practice. Within this, you should include any ethical considerations, both in terms of scientific and business practices. | | |

| **E2: Demonstrate a commitment to professional development through continuing advancement of own knowledge, understanding and competence**<br><br>E.g. Your answer should provide specific examples of what you have already done in terms of continuing professional development (CPD) and your plans for the coming year. In your examples you should describe how your engagement in CPD has benefited your practice and the users of your work. | | |
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