THE BRITISH PSYCHOLOGICAL SOCIETY
QUALIFICATION IN HEALTH PSYCHOLOGY – STAGE 2
ASSESSMENT REGISTRATION FORM – AUTUMN 2019

1 PERSONAL INFORMATION

SURNAME: ____________________________  FORENAMES: ____________________________

EMAIL: ____________________________  MEMBERSHIP NUMBER: ____________________________

2 SUBMISSION

I intend to submit my Portfolio of Evidence at this assessment session. The dates of my supervised practice are as follows:

I will be submitting the following number of Records of Completion: ________________

Please check the Candidate Handbook for the Qualification in Health Psychology (Stage 2) carefully to ensure that the correct materials will be submitted.

Signature of Candidate: ____________________________________________________________

Signature of Approved Supervisor: ____________________________________________________

Equality Act 2010

If you have a disability or special requirements you may need the Society to make reasonable adjustments to, or provide special facilities for, your examination. If this is the case please advise us below. We will then contact you to discuss your requirements and to ensure that adequate arrangements are made.

THIS FORM SHOULD BE RETURNED BY FRIDAY 12 JULY 2019 TO: The Registrar, Health Psychology Qualifications Board, The British Psychological Society, St Andrew’s House, 48 Princess Road East, Leicester, LE1 7DR or health.qualification@bps.org.uk

By providing the personal information in the application form you are agreeing to the Society processing and holding it only for the purposes stated in our Data Protection Act registration. For further information about these purposes and the Act itself please visit the privacy/DPA policy hyperlink at the foot of the Society’s website home page at www.bps.org.uk.
THE BRITISH PSYCHOLOGICAL SOCIETY
HEALTH PSYCHOLOGY QUALIFICATIONS BOARD
QUALIFICATION IN HEALTH PSYCHOLOGY – STAGE 2

These notes are for your information and should be retained.

- The assessment registration form should be completed and forwarded to the Society’s office by **Friday 12 July 2019**. Forms received after this date will not be accepted.

  **NB - Please remember to obtain the signature of your Supervisor as forms not signed by both you and your Supervisor cannot be accepted.**

- After the registration deadline you will receive a letter from the Qualifications Administrator confirming that your work will be assessed at this assessment session.

- The deadline for submission of all materials is **Wednesday 14 August 2019** – please send one hard copy of all materials (i.e. Cover Sheet, Practice & Supervision Log, Records of Completion, all Supporting Evidence and Supervisor Reports) and one electronic copy, which must be submitted via the QHP DropBox at:


  This is very easy to use. You will receive an automatic message to confirm that your submission has been received for peace of mind.

  You must send the hard copy of your submission by a secure, trackable method of delivery. If you wish to check that your package has reached the Society, please use the postal service’s tracking system or alternatively enclose a postcard/SAE with your package which the Qualifications Office can sign and return to you as indication of receipt.

  The Qualifications Office is unable to confirm by email or telephone whether your submissions have been received due to the volume of work being received.

- Any materials received after the deadline will not be accepted.

- The date for the viva assessments will be **either Tuesday 12th or Wednesday 13th November 2019**. If you are accepted for viva assessment, you will be notified of the specific details and the exact date of assessment after the submission date.

- Whilst it is not possible for candidates to choose their viva date or time the society will take into account any mitigating circumstances which may mean that you need to be allocated a specific time. If you wish to make such a request, please include a covering letter with your registration form.

- Requests for specific viva times will **not** be considered and changes to the viva timetable cannot be made once the timetable has been finalised and sent to assessors.

- Please contact Risha Pattani Tel: 0116 252 9539 health.qualification@bps.org.uk if you have any further queries.