



the british
psychological society
promoting excellence in psychology

Application for Chartered membership and Member Network membership

We're not currently able to accept posted applications so please email the completed form to:

membership@bps.org.uk

(If you're a current member it's useful to include your membership number in the Subject field)

Frequently asked questions

Who is this form for?

This application form can be used by those with qualifications and experience undertaken outside the UK who wish to apply for Chartered membership of the Society. It is also possible to apply for membership of our Member Networks.

Will my details appear on your website?

Anyone admitted to Chartered membership will appear on our online List of Chartered members allowing people to check your Chartered Status with the Society. The standard format is for the list to show your name and address, the form enables you to specify which address you are happy to be made public.

Should you not want any address to appear on the list please tick *No* in the Contact address field and leave the Chartered member list address field blank.

Do I have to send in proof of my qualification(s)?

You will need to provide copies (we do not require original documents) of your psychology qualifications.

Where applicable, transcripts (the list of subjects and grades) should be submitted.

Translations are required for any documents not in English.

If your name differs from that on your certificates/transcripts, etc. please provide evidence such as a copy of your marriage/partnership certificate, deed poll certificate, etc.

If you are Registered/Licensed outside the UK please submit a copy of your most recent registration/licensing certificate.

For current members there should be no need to resubmit documents for qualifications the Society has seen previously.

Will work experience in the UK be considered?

We can only consider work experience gained *outside* the UK. This work needs to have been as a psychologist and carried out under regular supervision. Please refer to page 8 of the application to provide details of this.

How long does the application process take?

Some applications may have to be assessed by external advisors to the membership team. From receipt the average time for an application to be completed is 20 working days.

How much do I need to pay?

You will need to pay the relevant subscription and any processing fees. The total amount due will vary depending on whether you are applying to join the Society, upgrade current membership and/or join a Division, member Network or both. *Full details of all of the rates and fees are on **page 5** of this document.*

Can I also join a Member Network?

The Society has a number of Member networks to further members' professional and scientific interests. Benefits include receipt of specialised journals, discounts on registration for events, opportunities to participate in meetings, and much more. Belonging to a Member Network makes your Society membership more relevant to you and you can join as many as you like. Each Network's fee is shown below; for any you chose to join their fee(s) will be added to the Society application and subscription fee required.

For further information on each Member Network please visit www.bps.org.uk/member-networks

| Divisions | | | |
|--|-----|---|-----|
| Division of Clinical Psychology (DCP) | £16 | Division of Health Psychology (DHP) | £9 |
| Division of Counselling Psychology (DCoP) | £35 | Division of Neuropsychology (DoN) | £15 |
| Division of Educational and Child Psychology (DECP) | £30 | Division of Occupational Psychology (DOP) | £15 |
| Scottish Division of Educational Psychology (SDEP) | £30 | Division of Sport and Exercise Psychology (DSEP) | £15 |
| Division of Forensic Psychology (DFP) | £15 | Division of Academics, Researchers & Teachers in Psychology (DARTP) | £15 |
| Sections | | | |
| Cognitive Psychology Section | £15 | Political Psychology Section | £10 |
| Community Psychology Section | £10 | Psychobiology Section | £10 |
| Consciousness & Experiential Psychology Section | £10 | Psychology of Education Section | £10 |
| Crisis, Disaster & Trauma Section | £10 | Psychology of Sexualities Section | £15 |
| Cyberpsychology Section | £10 | Psychology of Women & Equalities Section | £15 |
| Defence & Security Psychology Section | £10 | Psychotherapy Section | £15 |
| Developmental Psychology Section | £10 | Qualitative Methods In Psychology Section | £10 |
| History & Philosophy of Psychology Section | £12 | Social Psychology Section | £15 |
| Male Psychology Section | £10 | Transpersonal Psychology Section | £10 |
| Mathematical, Statistical & Computing Psychology Section | £10 | | |
| Special Groups | | | |
| Special Group for Coaching Psychology | £12 | Special Group for Psychology & Social Care | £15 |
| Special Group for Independent Practitioners | £10 | | |

Do you keep paper record of my application?

Your application information will be input to, and held in, our secure electronic database. We will not retain paper record of your application, certificates, etc. this will be securely destroyed within two weeks of your application's approval, withdrawal or expiration of the time period to lodge an appeal.

Queries

e: membership@bps.org.uk

t: +44(0)116 252 9911

I wish to apply for (please tick)

Chartered membership

Member Network Membership (please specify) _____

Contact details - Please complete using BLOCK CAPITALS and black ink

| | | | |
|--|--|---|--|
| Title (please circle) | Mr Mrs Miss Ms Dr Professor No Title Other | | |
| Surname | | Previous surname (if applicable) | |
| Forenames | | | |
| BPS membership number (if known) | | Approx lapse date if you are rejoining | |
| Contact address (Where no Chartered Member List address is entered, this address will be available to the public unless otherwise indicated below) | | Chartered Member List address (this address will be available to the public – typically your work address) Postcode | |
| Postcode | | | |
| This address to be made public? | Yes <input type="checkbox"/> | No <input type="checkbox"/> | |
| Email address | | | |
| Phone | | | |

If you have a **Discount Code** please enter here:

Qualifications - Applicants must include documentary proof of qualifications

| Title and classification of qualification | Name of awarding University or Institution | Start date | Date of award or expected completion |
|---|--|-----------------|--------------------------------------|
| <i>e.g. BSc Hons Psychology</i> | <i>UNISA</i> | <i>Feb 2002</i> | <i>May 2006</i> |
| | | | |
| | | | |

Employment- Please list the principal appointments held OUTSIDE THE UK since obtaining qualifications in psychology (continue on a separate sheet if necessary).

| Job title/occupation | Employer | Date from | To |
|----------------------|----------|-----------|----|
| | | | |
| | | | |
| | | | |

Registration/licensing outside the UK - Please list below any registration or licensing you hold or have held

| Name of registration/licensing authority | Grade of registration/licensing | Date from | To |
|--|---------------------------------|-----------|----|
| | | | |

References

We will need references from two psychologists, one of whom should be able to confirm the details of your professional training and the second to comment on your professional work (outside the UK) following training. Blank reference forms are available at the end of this document, completed reference forms should be submitted with the application.

Declaration

I declare that the information given in this form and any supporting documentation is true and accurate. I have read the *Member Conduct Rules* and undertake to abide by and operate within them at all times. The *Member Conduct Rules* are available on the Society's website www.bps.org.uk

Signed:

Date:

Communication

Keep up-to-date with all the latest news from the BPS.

Send me information by email.

Read our privacy policy www.bps.org.uk/privacy-policy

You can change your preferences any time by contacting us, or through the 'my account' area of the website.

Subscription and application fees (October-December)

Non-members applying to join the Society

All applicants will need to pay a one off non-refundable **£62** application processing fee plus the Society subscription fee.

Non Direct Debit

As our subscription runs on a calendar year anyone joining in October will be asked to pay fifteen months membership (£167.50), November joiners will pay fourteen months (£156.33) and joiners in December will pay thirteen months (£145.17).

The annual subscription fee is £134.

Direct Debit

UK bank account holders can set up a Direct Debit to receive a **5% reduction** on the subscription fees.

We'll request an initial payment is made either online or by phone with the remaining annual fee (£127.30) taken by Direct Debit either in full, or over four quarters, from January.

If joining in;

October we'll request £31.83 – plus the non-refundable **£62** application processing fee.

November we'll request £21.22 – plus the non-refundable **£62** application processing fee.

December we'll request £10.61 – plus the non-refundable **£62** application processing fee.

Current members

There is a one off non-refundable **£41** application processing fee for Chartered membership.

Divisional/Member Network membership

If you're applying to join a Division, Member Network or both you'll also need to make payment for that.

Queries: e: membership@bps.org.uk t: +44(0)116 252 9911

Payment

The subscription and application fees info shows the amount you need to pay. Payment methods are detailed below:

Direct Debit (new joiners only):

UK bank account holders can set up a Direct Debit (please send completed form with your application). Please indicate below how you'd like to pay the initial fee.

Telephone:

Once we receive your application we can provide the number for our automated payment line.

Yes, I'd like to pay by phone (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)

Direct Debit form is at the end of this document

Reference form (completed form should be enclosed with application)

Chartered membership

| | | | |
|------------|--|---------|--|
| Applicant: | | Mem No: | |
|------------|--|---------|--|

| | | | |
|----------|--|---------|--|
| Referee: | | Mem No: | |
|----------|--|---------|--|

1. I have known the applicant for years and my relationship with the applicant is as a supervisor/work colleague/other (please give details).

.....

2. To the best of your knowledge is the information given on the application form correct?
 Yes No If no, please give details (continue on a further sheet if necessary)

.....

.....

3. Given the criteria (below) and form, do you support the candidate's application?
 Yes No If no, please give details (continue on a further sheet if necessary)

.....

4. Please add additional comments regarding the applicant's suitability (continue on a separate sheet if necessary)

.....

.....

Signed:

Date:

Eligibility for Chartered membership

To be included on the list of Chartered members an applicant shall be a member of the Society and shall have established the Graduate Basis for Chartered Membership (GBC). It is acceptable for an applicant to apply simultaneously for Graduate membership, GBC and for Chartered membership.

Statute 5(2)(b) sets out the criteria for Chartered status. These require that, since the date of first becoming eligible for GBC an applicant:

"shall have successfully completed a period of study of, or practice in, psychology, or a combination of both, acceptable to the Board of Trustees, the relevant period being of three years' duration if full-time or an equivalent period if part-time or such greater period as the Board of Trustees may stipulate."

Please note: Further information about each Division can be found on our website www.bps.org.uk/member-networks or call the Membership Team on +44(0)116 252 9911

Reference form (completed form should be enclosed with application form)

Chartered membership

| | | | |
|------------|--|---------|--|
| Applicant: | | Mem No: | |
|------------|--|---------|--|

| | | | |
|----------|--|---------|--|
| Referee: | | Mem No: | |
|----------|--|---------|--|

1. I have known the applicant for years and my relationship with the applicant is as a supervisor/work colleague/other (please give details).

.....

2. To the best of your knowledge is the information given on the application form correct?
 Yes No If no, please give details (continue on a further sheet if necessary)

.....

.....

3. Given the criteria (below) and form, do you support the candidate's application?
 Yes No If no, please give details (continue on a further sheet if necessary)

.....

.....

4. Please add additional comments regarding the applicant's suitability (continue on a separate sheet if necessary)

.....

.....

Signed:

Date:

Eligibility for Chartered membership

To be included on the list of Chartered members an applicant shall be a Member of the Society and shall have established the Graduate Basis for Chartered Membership (GBC). It is acceptable for an applicant to apply simultaneously for Graduate membership, GBC and for Chartered membership.

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48 Princess Road East
LEICESTER
LE1 7DR

t: +44 (0) 1952 214 066
e: subscriptions@bps.org.uk



Instruction to your bank or building society to pay by Direct Debit

 Annual direct debit

 Quarterly direct debit (please tick a box)

fill in the whole form and send with your membership application.

Name and full postal address of your bank or building society

| | |
|-----------------|-----------------------|
| To: The Manager | Bank/building society |
| | |
| Address | |
| | |
| Postcode | |
| | |

Name(s) of account holder(s)

Bank/building society account number

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Branch Sort Code

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Service user number

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| 9 | 9 | 3 | 4 | 6 | 2 |
|---|---|---|---|---|---|

Reference

| | | |
|--|--|--|
| | | |
|--|--|--|

FOR *The British Psychological Society* OFFICIAL USE ONLY
This is not part of the instruction to your bank or building society.

Name:

Instruction to your bank or building society

Please pay *The British Psychological Society* Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with *The British Psychological Society* and, if so, details will be passed electronically to my bank/building society.

| |
|--------------|
| Signature(s) |
| Date |



Banks and building societies may not accept Direct Debit Instructions for some types of account.

This Guarantee should be detached and retained by the payer.



The Direct Debit Guarantee

- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits
- If there are any changes to the amount, date or frequency of your Direct Debit The British Psychological Society will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request The British Psychological Society to collect a payment, confirmation of the amount and date will be given to you at the time of the request
- If an error is made in the payment of your Direct Debit, By The British Psychological Society or your bank or building society you are entitled to a full and immediate refund of the amount paid from your bank or building society
 - If you receive a refund you are not entitled to, you must pay it back when The British Psychological Society asks you to
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify us.