

Policy Number:	SG.36	Version Number:	2013 v.1
Policy Name:	COUNSELLING REFERRAL AND SUPPORT FOR STUDENTS		
Approved by:	Strategic Leadership Team		
Last Reviewed:	2013	Review Period:	3 years

Purpose

To set out the parameters for the provision of external professional counselling for students who encounter course content that raises personal issues.

Policy

1. A student who encounters personal issues, as a direct result of participation in his or her programme, may apply to his or her Programme Coordinator or Year Group Coordinator for a referral form for external counselling.
2. Payment for counselling provided under the provision of this policy applies only to external counsellors who hold a professional membership in a counselling association.
3. A student may be funded for a maximum of three (3) subsidised counselling sessions in any calendar year.
4. The cost of these sessions is met by BTI. The counsellor invoices BTI directly.
5. The sessions may not be claimed by the student as part of the 15 hours of experience as a client required for the counselling programme.
6. A copy of this policy is included with **Counselling Referral Forms**, for the information of the counsellor.
7. Following completion of the **Counselling Referral Form**, a student arranges their own appointment with their chosen counsellor.
8. Where a student and counsellor choose to continue counselling after the three sessions funded by BTI, the cost will be met by the student.