

Criteria for acceptance of courses to have students listed on the ACC Student Register which is separate from the ACC Accredited Register but enables transfer to the main Register if approved upon the completion of the successful studies.

- The course is of a *minimum* Level 4 standard on the National Qualification Framework (NQF) and is offered within the context of potential progression to a Level 4 or higher award or qualification in counselling and/or psychotherapy. For courses from a UK Higher Education establishment the minimum course level is a 'Certificate' allowing progression onto a Diploma or Degree level course in counselling and/or psychotherapy.
- The course requires a minimum supervised practice placement of 100 hours to be completed prior to a full award/qualification being granted. ACC acknowledges that some courses allow an extension for completion of a supervised practice placement beyond the teaching element of the course. Where a course has a supervised practice placement that does not meet the full requirement of 100 hours, ACC may at its discretion, accept the student onto the list after an agreement has been made to fulfil certain conditions (this is known as an 'equivalence decision').
- The course is not taught primarily or solely as an online or distance learning course. Online courses may in some instances be allowed, at the discretion of ACC, if they have made adequate provision for tutor/peer contact or interaction within the course, e.g. 'Summer schools' or residential time to enable, in particular, triad work, observed counselling/psychotherapy practice, and/or group interaction work with course tutors and peers. Such courses will also have in place, provision for a practical placement to conduct supervised practice with 'real' clients (i.e. not practice sessions conducted with simulated clients or by role-play).
- The training provider has a clearly defined interview and selection process to admit students onto the course.
- The training provider has clearly defined criteria (academic and/or experience based) for entry onto the course.
- The training provider has a pre-existing complaints policy that meets ACC standards and/or will adopt the ACC complaints procedure for students.