



## SUPPLEMENTARY FORM

The information you provide will be used during the assessment process determining eligibility for the **Master of Psychological Practice**. Please read each section carefully.

### YOUR DETAILS

Family Name

Given Name(s):

Email:

### STUDY PREFERENCE (please indicate)

☐ Full-Time ☐ Part-Time

### COURSE REQUIREMENTS

#### Registration with the Psychology Board of Australia

At the end of the 'fourth year' of this course, candidates must apply to the Psychology Board of Australia for provisional registration. Provisional registration is usually granted for one calendar year and must be maintained for the duration of the 5+1 internship program: for the duration of this degree (the "5" of the 5+1) and for the duration of the year of supervised practice (the "1" of the 5+1, also referred to as the "[internship](#)").

Online application to the Psychology Board of Australia for provisional registration in the 5+1 program is available if you:

- have completed an accredited fourth-year psychology degree in the last ten (10) years (or will be finishing soon), and
- have been offered a place in an accredited fifth-year psychology program.

**All students** must hold provisional registration to commence 5<sup>th</sup> year studies. Students whose application for provisional registration is refused by the Psychology Board of Australia will be removed from the program. Students who hold registration which is subsequently cancelled by the Psychology Board of Australia will also be removed from the program.

- ☐ I understand the criteria for provisional registration and acknowledge and accept that, if offered a place in this course, I will be required to apply for, and obtain, provisional registration at the required time and my own expense.

#### Course Progression

Progression from fourth year into fifth year is not automatic.

Personal suitability for provisional registration will be assessed prior to admission (by interview) and throughout the first year (EFT) of the program to ensure all students meet the necessary standards for professional practice.

All fourth-year subjects must be successfully completed before progressing to the fifth year, and although there is no specific minimum academic level required for progression, overall suitability and preparedness for the professional aspects of the course are essential factors in this decision.

Students who do not meet these expectations will be asked to exit the program and graduate with the Advanced Graduate Diploma of Psychological Practice.

- ☐ I understand and accept that, if offered a place in the course, I must complete all fourth year subjects before progression will be considered, and my personal suitability will be constantly assessed.

## Compulsory Attendance

There are no academic requirements to attend a Charles Sturt campus at any stage.

Some subjects in the 'fifth' year may have a requirement to attend compulsory online intensives in full, which are typically held in early February. Students who are not able to attend these intensive schools will not be able to complete these subjects, and thus will not be able to undertake the program. More information regarding the dates on the intensives will be supplied to successful candidates.

- ☐ I understand and accept that, if offered a place in the course, I will be required to attend compulsory online intensives at the commencement of the 5<sup>th</sup> year subjects; and if I am unable to do so, I will be withdrawn from the program.

## Workplace Learning

This course requires 300 hours of practical work experience in a suitable work role, under the supervision of a psychologist approved by the Psychology Board of Australia to provide supervision to psychologists and provisional psychologists.

Students are responsible for organising their practical work experience and appropriate supervision, in accordance with established guidelines and support from the University, and for all costs associated with the practical work experience.

- ☐ I understand and accept that, if offered a place in the course, I will be responsible for organising my own practical experience and related supervision (where relevant, at my own expense).

## REFERENCES

Applicants are required to arrange references from a minimum of **two** referees, one of which must be academic, to be submitted online <https://www.psychologyreference.com.au>

It is the applicant's responsibility to ensure that references are lodged and are made available to Charles Sturt **by the UAC closing date**. References cannot be submitted in any other format and applications without references by the closing date will not be considered.

- ☐ I understand and accept that I will be responsible for the provision of two references via the Reference portal by the closing date for applications, that one reference must be academic, and that references cannot be accepted in any other format.

## TIME COMMITMENT

It is critical that prospective students carefully consider the commitment required to undertake the **Master of Psychological Practice** through distance education.

Each coursework subject requires a minimum 150 hours of study, or about 10 hours per week for one semester. All subjects have assessment components with fixed due dates for submission, and extensions are not granted based on work pressure or routine family commitments.

In our experience, students who attempt to study while working significant hours per week invariably struggle, often failing subjects or withdraw from the program.

- ☐ I understand that full-time enrolment requires a commitment of approximately 40 hours per week, and that part-time enrolment requires approximately 20 hours per week. I affirm that I will adjust any employment or personal commitments to ensure that I allocate the requisite time commitment to my studies.

## ASSESSING ACADEMIC ELIGIBILITY

The **Master of Psychological Practice** requires a three-year APAC-accredited (Level 1) qualification in psychology (or equivalent) to have been completed within the previous five (5) years with a Grade Point Average (GPA) of 5.5 or higher for the relevant level 2 & level 3 psychology subjects.

To enable an accurate assessment, please supply a transcript for your 3 year APAC accredited (Level 1) degree. If you are awaiting the results of your final session of study, you must supply an interim transcript showing current results.

3yr psych degree complete where (University name)

☐ Course Complete: Year of completion (YYYY)

☐ Course Incomplete: Expected date of Final Results\* (DD/MM/YYYY)

*\* If the date you supply for your results is unclear, we will evaluate your application based on the available information. If you cannot provide evidence of your final results by the 30<sup>th</sup> of November your application will not proceed.*

- ☐ I accept that by providing only raw marks (%) as opposed to Grades (HD, DI etc.), a GPA will be calculated by converting the %marks to a grade banding according to Charles Sturt Universities conventions
- ☐ I have reviewed the UAC website and confirm that my documents verifying the completion of my 3-year APAC-accredited sequence will be submitted by the 30<sup>th</sup> November.

### Important:

The Master of Psychological Practice is designed to offer a complete pathway for those progressing toward registration as a psychologist via the 5+1 pathway. However, **candidates should not have commenced or completed a fourth year of study in psychology**. Such candidates should consider the Charles Sturt Master of Professional Psychology or Master of Clinical Psychology.

- ☐ I acknowledge that I have not yet commenced or completed a 4<sup>th</sup> year psychology course. If I have commenced or completed 4<sup>th</sup> year, I acknowledge that my application will automatically be excluded.

## ALL APPLICANTS: Supporting document Checklist

All applicants must submit the relevant documents listed below at the time of submitting their UAC application:

- ☐ Academic transcripts for all psychology related studies
- ☐ Academic transcripts for all other tertiary studies, including previously completed undergraduate degrees
- ☐ Completed supplementary form
- ☐ Three referee reports submitted via [Psychology Reference System](#).
- ☐ Current CV.
- ☐ Australian Psychological Society (APS) assessment of psychology studies completed outside of Australia (if applicable)

**We ask that your application be complete at the time of submission. Please be aware that we reserve the right to prioritise candidates who provide all required documents with their initial application. University staff will not follow up or request any missing documentation.**

## SUCCESSFUL CANDIDATES: ADDITIONAL DOCUMENTATION

If you are undertaking a course with clinical or fieldwork placements you must demonstrate compliance with the following checks and requirements. It is your responsibility to ensure that the correct documentation is obtained prior to commencing clinical/fieldwork placements.

- **National Police Check** - through your State or Territory Police Service or Australian Federal Police.
- **Working With Children Check** - through the Office of the Children's Guardian.
- **NDIS Worker Screening** - for some clinical/fieldwork placements settings in the fifth year
- **Immunisation & vaccination requirements** - for some clinical/fieldwork placements settings in the fifth year

☐ I acknowledge and accept that, if accepted into the program I am expected to provide the above at my own expense when requested to do so. I also recognise that I am not required to complete these checks prior to admission.

## DECLARATIONS

☐ I declare that the information and supporting documents provided with my application for admission are true and correct. I acknowledge that submitting deliberately false or misleading information may result in the cancellation of my application, withdrawal of any offer made by the University, or possible exclusion from the University.

☐ I confirm that I have read the FAQ section of this document..

☐ I acknowledge that Charles Sturt University and its staff are unable to provide updates on my application, nor advise on outstanding documentation. It is my responsibility to ensure all documents listed as supporting documents will be uploaded with my initial application, and that any updates will be uploaded prior to the document cut off date.

☐ Have you ever been excluded from any academic institution, or been found guilty of academic misconduct, or general misconduct, at a tertiary institution?   ☐ Yes (see below)   ☐ No

If you have indicated "yes" above, please include a brief letter with your application explaining the circumstances. This will be confidentially reviewed by relevant panel members.

Full name:

Date:

Signature:

See FAQ section below

## FREQUENTLY ASKED QUESTIONS

The following information is provided as general guidance to applicants to **Master of Psychological Practice** at Charles Sturt University.

For information about the courses, applicants should also review the Charles Sturt University website.

Charles Sturt makes every effort to ensure the accuracy of information provided in this admission guide at the time of publication. Applicants are responsible for determining their eligibility to apply.

Application	
How do I apply?	<p>Please visit <a href="#">Universities Admissions Centre</a> (UAC).</p> <p>Applicants must complete <b>all components</b> of the application submission process by the closing date. Incomplete applications, and applications without references or completed supplementary documents will not be assessed.</p> <p>Please see the UAC website for more information on the application process and how to attach documents. You will be able to apply for multiple courses, and you will need to indicate your preference from 1 to 6.</p>
When do I apply?	<p>Applications for the <b>Master of Psychological Practice</b> programs can be submitted via UAC between early September and the end of October each year. Please check the UAC page for your year of entry for the exact dates.</p> <p>Late applications will not be accepted.</p>
Is there a mid-year intake?	No. There is only one intake per year
Are Commonwealth Supported Places (CSP's) available?	The Master of Psychological Practice at Charles Sturt is available only as Commonwealth Supported Places. No other fee options are offered.
Can I apply if I am not an Australian citizen or resident?	No, you must be a citizen or resident of Australia to apply for the Psychology Masters programs at Charles Sturt University as you must be eligible to receive a Commonwealth Supported Place.
I will not have finished 3year psychology degree by the closing date, can I apply?	<p>Yes, you can apply and will be required to supply a transcript showing your studies completed to date.</p> <p>Individuals with incomplete studies must refer to the UAC portal for the final date to upload documents, as no additional documentation will be accepted after this deadline.</p> <p>The supplementary form must also be completed and uploaded at the time of application, and your references must be available on the closing date.</p>
How many places are offered in the courses?	<p>Places on postgraduate psychology programs are limited and we typically receive a very high volume of applications.</p> <p>Applicants are reminded that failure to receive an invitation to interview, or offer of candidature, does not indicate a determination of lack of suitability for postgraduate professional psychology training but, instead, reflects the high standard of applications Charles Sturt receives each year.</p> <p>For reference: 2025 intake 300+ unique applicants for approx 30 places.</p>

How will I be assessed?	<p>Only applicants who have provided all required documents by the cut off will be assessed and, if eligible, included in the ranking for an interview.</p> <p>Interview selection is based on academic marks, then referee reports.</p>
My 3 year psychology degree is over 5 years old. Am I eligible to apply?	<p>The University entry criteria requires applicants to have completed their APAC accredited 3 year sequence within the last 5 years.</p> <p>Exemptions to the 5 year rule may be considered on a case by case basis.</p> <p>Potential candidates in this situation should email <a href="mailto:fobjbs-course@csu.edu.au">fobjbs-course@csu.edu.au</a> before applying.</p>
How will I be contacted about my application?	<p>Communication regarding all aspects of the application is via the email address applicants supply with the UAC application.</p> <p>It is the applicant's responsibility to ensure they provide a current email address, regularly check their inbox (including the junk and clutter folders) and respond to any emails they may receive requesting further information as soon as possible.</p>
Can I apply if my GPA is below 5.5 (on a 7point scale)?	<p>Applicants with a Grade Point Average (GPA) below 5.5 on a 7point scale for the relevant subjects in their 3yr psychology degree will be removed from the applicant pool.</p> <p>Applicants in this situation are encouraged to explore opportunities at alternative universities, or to consider reattempting their three year psychology degree to achieve a higher grade. However, it is important to note that this latter commitment involves duplicating prior studies and might not guarantee a higher grade or entry into a master's course – either at Charles Sturt or elsewhere.</p>
Do I need to supply a personal Statement?	<p>No. Applications to Charles Sturt Master of Psychological Practice do not require applicants to supply a personal statement.</p>
Why do I need to supply my CV?	<p>A CV is an essential part of the application process as it provides a comprehensive overview of an applicant's academic background, professional experience, skills, and achievements.</p> <p>For psychology postgraduate programs, this document, while not included in the eligibility criteria, allows the selection committee to assess an applicant's relevant experience, such as internships, employment in the field, volunteer work, research activities, or other professional development opportunities.</p> <p>This information complements academic transcripts and other application materials.</p>
I completed my prior psychology studies overseas, can I apply?	<p>Where an applicant has completed their psychology studies overseas, we will require evidence that their overseas qualifications have been assessed by the Australian Psychological Society (APS), and these studies have been recognised as equivalent to at least a three year accredited degree in psychology.</p> <p><a href="https://psychology.org.au/about-us/what-we-do/assessing-overseas-qualifications">https://psychology.org.au/about-us/what-we-do/assessing-overseas-qualifications</a></p> <p>With this evidence, an application will be considered, subject to meeting all other admission criteria and all relevant supporting documents being supplied.</p> <p>Note that the APS will only assess qualifications that are <b>COMPLETE</b>.</p>

## Interview

What are the selection criteria for an interview?	<p>Selection procedures will include consideration of:</p> <ol style="list-style-type: none"> <li>1. the applicant's academic record;</li> <li>2. referee reports from at least three referees;</li> </ol>
When do interviews start?	The exact time frame for when invitations will be sent varies depending on the specific program and the volume of applications received. We do, however, aim to begin extending invitations for interviews after the application closing date each year.
How is the interview conducted?	<p>Interviews have, historically, been conducted on line via Zoom by a panel comprising at least two members of academic staff of the School of Psychology.</p> <p>The interview is designed to help us explore your reasons for applying for entry to the program, as well as your understanding of psychology as a profession.</p> <p>To ensure that no one applicant is advantaged over another, no additional information is provided regarding the questions to be asked during the interview.</p>
When will I find out if I was successful in my interview?	You will be notified of your outcome after the School of Psychology has completed all interviews and a decision has been made on your application. Unfortunately, we are unable to provide feedback for individual interviews.

## Offers

What happens after my interview?	<p>Applicants invited for interview will be ranked for offer based overall suitability for clinical training which takes into account academic marks, referee reports, and interview performance.</p> <p>Not all eligible applicants can be accommodated within the limited number of places available.</p>
When will I find out if I am being offered a place?	<p>First-round offers for the program are expected to be made toward the end of November or the beginning of December. Applicants who receive offers during this time are encouraged to accept promptly to secure their place in the program.</p> <p>It is important to note that the offer process is ongoing and typically continues beyond the first round. Additional rounds of offers are commonly made throughout December, up until the Christmas break, and often into January.</p> <p>If you have not received an offer or an outcome of your application, please do not worry—this means your application is still being reviewed.</p>
Can I defer to start another year?	<p>No, offers cannot be deferred.</p> <p>If you receive an offer and are unable to commence, please decline as soon as possible so the offer can be issued to another applicant. You are welcome to re-apply for the next available intake where you will compete against a new applicant cohort.</p>
Can I commence the course in Semester 2 if I am offered a place?	No, the course schedule is fixed and requires commencement during Semester 1. There are no exceptions to this.



Do you issue conditional offers?	No.
How long will I have to accept my offer?	<p>Successful applicants will be given a firm date by which to accept an offer of a place. This is usually 7 days.</p> <p>Offers not accepted by that date will lapse, and we will issue an offer to the next most suitable candidate.</p>
I have received another offer that I have accepted. What do I do?	As soon as you have accepted an offer or place at another university, please be considerate of fellow applicants and withdraw your Charles Sturt application/s as soon as possible. Please email <a href="mailto:fobjbs-course@csu.edu.au">fobjbs-course@csu.edu.au</a> to advise.
<b>References</b>	
What references do I submit?	<p>You are required to arrange for two references. One of these, must be submitted by individuals who can provide an academic reference.</p> <ul style="list-style-type: none"> <li>• <b>Academic referees:</b> For example, lecturers, supervisors, or tutors who have directly worked with you in an academic setting and can comment on your academic performance, skills, and suitability for the program.</li> <li>• <b>Professional referees:</b> For example, employers, supervisors, or colleagues who have known you in a professional or work-related context (does not need to be psychology based) and can provide insight into your professional capabilities, work ethic, and relevant experience.</li> </ul> <p>It is important to select individuals who know you well and can provide detailed and relevant information to support your application.</p>
How do I submit references?	<p>Applications for referee reports can only be lodged through the National Psychology Reference portal.</p> <p><a href="https://www.psychologyreference.com.au">https://www.psychologyreference.com.au</a></p> <p>This system, used by most Australian Institutions, creates a standardised way of collecting and comparing referee reports. Supplying referee reports in any other format will not meet the relevant criteria related to references.</p> <p>Guides on using the system for both applicants and referees are available on the Psychology Reference System website.</p> <p>There may be costs associate with supplying references via this portal.</p>
When is the last date I can submit references	<p>References must be submitted <b>by the closing date for applications</b> to ensure your application is complete and can be assessed.</p> <p>It is strongly recommended that you request your referees complete the online reference as soon as possible. Please keep in mind that it is your responsibility to:</p> <ol style="list-style-type: none"> <li>1. Ensure your referees have completed and submitted their reference reports by the application closing date.</li> <li>2. Release the referee reports to Charles Sturt University</li> </ol> <p>Late or incomplete referee reports may impact the assessment of your application, so it's important to follow up with your referees promptly to confirm submission.</p>



## Credit / RPL

Can I get credit / RPL	<p>Credit allocation in accredited postgraduate psychology programs is strictly governed by the Australian Psychological Accreditation Council (APAC).</p> <p>As applicants to this program should not have already commenced a 4<sup>th</sup> year (APAC level 2), credit will not be considered.</p> <p>Credit will not be considered for work experience, research completed in non APAC accredited degrees (including PhD's), or coursework completed in an undergraduate degree.</p>
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## Class, Intensives, Placements

Are classes on campus or online?	<p>All classes for this program are delivered online, providing you with the flexibility to study at a time of your convenience without the need for in-person attendance.</p> <p>The only exception to this is the placement component, which requires you to attend in person.</p>
Intensive Schools	<p>Some units in this course require mandatory online intensive schools as part of the program. These intensive sessions are designed to provide you with in-depth learning experiences and opportunities for interaction with instructors and peers.</p> <p>Further details about these mandatory online intensive schools, including scheduling and specific requirements, will be provided to successful candidates once offers have been made and accepted.</p>
Do I have to arrange my own placements?	Yes
Will I get paid while on placement?	Payment for placements is unlikely.
Do you manage the internship or registrar program?	<p>We do not manage the internship year (+1) for Master of Psychological Practice graduates.</p> <p>We also do not manage the registrar program for Master of Professional Psychology or Master of Clinical Psychology graduates.</p> <p>You will need to discuss these requirements directly with AHPRA.</p>

## GENERAL

When do I apply to AHPRA? (if applicable)	<p>All students are required to be provisionally or generally registered as a psychologist with the Australian Health Practitioner Regulation Agency (AHPRA) on commencement and for the duration of the course.</p> <p>Those without provisional or full registration at the time of accepting an offer, need to apply for provisional registration before you start your coursework.</p> <p>Failure to secure / hold registration may see your enrolment with Charles Sturt cancelled.</p> <p>In line with AHPRA requirements, Charles Sturt will send a list containing the names of all students commencing or continuing in a course requiring registration directly to AHPRA at the beginning of each calendar year. You will, therefore, not require an individual letter confirming enrolment.</p>
Can I still manage some casual or part time work while studying?	From past experience, we know that balancing the demands of postgraduate psychology study alongside work commitments can be challenging. We

	<p>strongly encourage you to carefully consider your time and workload before deciding whether to study part-time or full-time.</p> <p>It is important to note that your choice of study load—whether part-time or full-time—will not impact your eligibility for an interview or the selection process for offers. Both options are available and you will be assessed based on your qualifications and application materials, not your chosen study load.</p>
Can I go on holiday during my studies?	<p>While the coursework subjects associated with the Masters level postgraduate programs run over the academic semester schedule, placements and the research components may run across the calendar year.</p> <p>We encourage students to have breaks during their studies, but these need to fit within the demands of all aspects of the program they are enrolled in.</p>
Can I transfer from the Master of Professional Psychology to the Master of Clinical Psychology?	<p>No, you cannot.</p> <p>Admission to the Charles Sturt Master of Clinical Psychology is via UAC application only.</p>
If I am accepted, how do I provide AHPRA with evidence that I am enrolled in a course in order to apply for provisional registration?	<p>After you enrol in the course, submit your application for provisional registration to AHPRA, listing Charles Sturt as your principal place of practice.</p> <p>Charles Sturt will notify AHPRA of students enrolled on the programs on your behalf. This typically takes place at the beginning of the academic year.</p> <p>Please note that AHPRA may experience delays in the busier periods.</p>
<p><b>Useful Links for Further Information</b></p> <p>Australian Health Practitioner Regulation Agency (AHPRA) <a href="http://www.ahpra.gov.au">http://www.ahpra.gov.au</a></p> <p>Psychology Board of Australia (PsyBA) <a href="http://www.psychologyboard.gov.au">http://www.psychologyboard.gov.au</a></p> <p>Australian Psychological Society (APS) <a href="http://www.psychology.org.au">http://www.psychology.org.au</a></p> <p>Assessment of Psychology Qualifications <a href="http://www.psychology.org.au/About-Us/What-we-do/Assessing-overseas-qualifications">http://www.psychology.org.au/About-Us/What-we-do/Assessing-overseas-qualifications</a></p> <p>Australian Psychology Accreditation Council (APAC) <a href="http://www.psychologycouncil.org.au/about_apac">http://www.psychologycouncil.org.au/about_apac</a></p>	