

**Application Guidance for
MSc Systemic Family Therapy
2023 - 25**

Further information for applicants – updated November 2022.

Important Information

Information provided by the University such as in presentations, University brochures and the University website, is accurate at the time of first disclosure. However, courses, University services and content of publications remain subject to change. Changes may be necessary to comply with the requirements of accrediting bodies or to keep courses contemporary through updating practices or areas of study. Circumstances may arise outside the reasonable control of the University, leading to required changes. Such circumstances include, industrial action, unexpected student numbers, significant staff illness (where a course is reliant upon a person's expertise), unexpected lack of funding, severe weather, fire, civil disorder, political unrest, government restrictions and serious concern with regard to the transmission of serious illness making a course unsafe to deliver. After a student has taken up a place with the University, the University will look to give early notification of any changes and try to minimise their impact, offering suitable alternative arrangements or forms of compensation where it believes there is a fair case to do so. Offers of a place to study at the University will provide up to date information on courses. The latest key information on courses, entry requirements and fees can be found at www.leeds.ac.uk/coursefinder. Please check this website before making any decisions.

From the Course Lead Marie McGovern.

Thank you for your interest in the MSc Systemic Family Therapy 2023 - 25

Applications for the course this year are following a different process due to the restrictions on us all in response to the pandemic situation. This updated guidance should be helpful but if in doubt please do not hesitate to contact me about your application on: m.mcgovern@leeds.ac.uk

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APPLICATION PROCESS

1.1 Application Links:

Foundation Programme:

<https://courses.leeds.ac.uk/i423/systemic-practice-foundation->

Intermediate programme:

<https://courses.leeds.ac.uk/i422/systemic-practice-intermediate->

Postgraduate Certificate:

<https://courses.leeds.ac.uk/f805/systemic-practice-pgcert>

MSc in Systemic Family Therapy:

<https://courses.leeds.ac.uk/a792/systemic-family-therapy-msc>

1.2 Is there a deadline for application?

The closing date for applications to the MSc Systemic Family Therapy for the September 2023 start date is the Tuesday 28th March 2023

We will accept applications after this time if there are places available.

The next cohort after this is planned for September 2025.

1.3 Do I need to provide University transcripts and degree certificate? What if I couldn't find my University degree certificate?

If you are registered with a relevant professional body (i.e. HCPC, NMC, UKCP, Social Work England, GMC, BABCP, etc.) and you provide your registration number within the application, you will not be required to provide university transcripts or certificates.

If you are not registered with a professional body, please provide a copy of your prior University degree or transcripts. If you cannot find your University degree certificate or transcripts, please contact your university for a replacement or certified document. You need to bring along the original or certified true copies of the documentation to be verified when you register with the University in September.

1.4 Do I need to declare spent criminal convictions?

Please make sure you have read and completed the section of "Any criminal convictions" on the University of Leeds Application for Taught Postgraduate Study. In general a criminal record should not be regarded as an obstacle to studying at this University. In any event, the University will not take into account, when dealing with existing students and selecting applicants for admission, criminal convictions which are deemed "spent" under the terms of the Rehabilitation of Offenders Act 1974 unless such convictions are deemed as "exceptions" under the terms of the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975.

Applicants to any of the Systemic Practice and Family Therapy courses are NOT required to disclose spent offences. However, an enhanced Disclosure and Barring Service (DBS) check will be required at the start of the MSc course by placement organisations. [The University of Leeds Policy Statement: Applicants and students with criminal records.](#)

1.5 Where can I get support for completing an application?

This guidance should answer most of your questions. If it doesn't, you can contact the Institute Admissions team:

Email: Pgmed-admissions@leeds.ac.uk

For technical difficulties with the portal contact the University Portal Enquiries Team: study@leeds.ac.uk

1.6 Is there an interview for the MSc Systemic Family Therapy?

There is an interview for the MSc Systemic Family Therapy 2023 - 25

1.7 What are the entry requirements for the MSc Systemic Family Therapy?

Applicants must have registered professional mental health qualification and experience, or be eligible for equivalence under **APEL**, and have successfully completed an Intermediate Course in Systemic practice or equivalent.

APEL 'Equivalence' to a professional qualification is not specified, but we would suggest that given the shortest professional training courses would be three years, then we would usually require clinical experience in a health or social care setting of at least three years. In practice, the students without a relevant professional training tend to be working in a variety of settings for example as graduate psychologists or support workers in therapeutic teams. Please contact the course team if you are unsure about the requirements for equivalence m.mcgovern@leeds.ac.uk

1.8 I have considerable experience in working professionally with families, can I apply directly to the MSc Systemic Family Therapy?

The entry requirements for the MSc are that you have completed Foundation and Intermediate levels first and together these form a four year part time training to qualify as a Systemic Psychotherapist. The MSc Systemic Family Therapy is the final two years in family therapy training and draws upon the systemic theory and skills taught on the Foundation and Intermediate courses.

The usual starting point for all (including qualified clinical psychologists, psychiatrists etc.) is at Foundation level or Postgraduate Certificate unless you have effectively completed the systemic foundation level theoretical study with 60 hours of specifically systemic content that covered the learning outcomes where you can apply enter at Intermediate Level. In practice the main group that have this equivalence are the clinical psychologists who have completed the equivalent of a Foundation Course as part of their training.

If however, you have been in training that offers around 60 hours of systemic input, you could apply directly to the Intermediate Course. If your APEL application directly into Intermediate course is not successful, you will be automatically considered for Foundation Level.

Direct entry to the MSc level is only considered in exceptional circumstances. If you consider that this may apply to you then please discuss your situation with the course team at familytherapy@leeds.ac.uk as soon as possible and discuss your situation.

1.9 I have completed the Intermediate Course several years ago, can I still apply for the MSc Systemic Family Therapy ?

If you completed the Intermediate Course more than five years ago you may still be eligible to join the MSc level training. Please contact the MSc Systemic Family Therapy course lead on m.mcGovern@leeds.ac.uk to discuss your situation.

1.10 I am currently studying on the Intermediate Course, can I apply to the MSc Systemic Family?

You may apply but an offer of a place will be subject to successful completion of the Intermediate Course before the MSc Systemic Family Therapy course starts. If are not planned to complete your Intermediate level Course by September 2023 you are advised to await the next cohort to allow time to complete and consolidate your training before progressing. If you wish to consider your situation in more detail, please contact the MSc Systemic Family Therapy course lead on m.mcGovern@leeds.ac.uk to discuss your situation.

1.11 When will I be made and offer and when will I find out about my clinical placement?

Offers are usually made 2 – 4 weeks after interview in April and May 2023. Clinical placements are arranged once the full cohort is known and clinical placements are confirmed. This usually by the end of May 2023.

If you wish to apply but are aware that you can only attend specific clinic locations we advise you to apply anyway and to make this known. Sometimes clinics are arranged to fit applicants. It is possible however that the clinic placement available may not be your first choice or may require considerable travel for you but we make every effort to find suitable and convenient placements.

1.12 I have been made an offer on the course and I have accepted the offer, but now I can't secure funding, what shall I do?

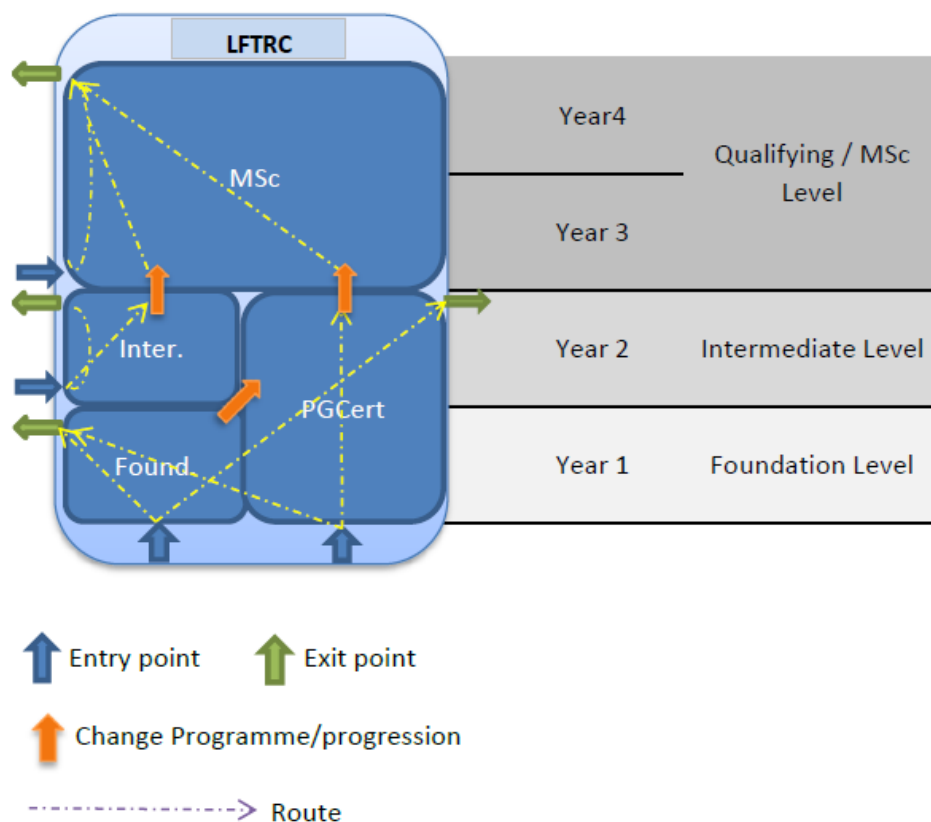
Please contact the MSc Systemic Family Therapy course lead on m.mcGovern@leeds.ac.uk to discuss your situation.

2 ABOUT THE SYSTEMIC PRACTICE AND FAMILY THERAPY COURSES

2.1 How are the courses related to each other?

[The Association for Family Therapy and Systemic Practice in the UK](#) (AFT) provides a framework for accrediting courses in family and systemic psychotherapy, and in systemic practice. There are three levels of systemic training, up to and including qualifying level which makes a total of four years training.

- * Foundation
- * Intermediate
- * Qualifying level (MSc in the University of Leeds)



Leeds Family Therapy & Research Centre (LFTRC) in the University of Leeds offers the following AFT accredited training courses:

Foundation Course in Systemic Practice

This is a part-time course which functions both as a stand-alone course to support the development of basic skills and knowledge of concepts and as an entry qualification for the

Intermediate Course in Systemic Practice. It is designed for graduate-level professionals with a first professional qualification in a relevant mental health or social care area such as nursing, psychiatry, social work, clinical psychology or with a related professional qualification and/or experience via the professional APEL route and will introduce participants to a broad range of the concepts and techniques of systemic practice.

Intermediate Course in Systemic Practice

This is a part-time course which is a significant and useful training in its own right and also connects the Foundation course and the advanced clinical training (MSc in Systemic Family Therapy). This course has a multi-disciplinary focus and covers aspects of working with families in clinical settings, as well as wider application of systemic thinking and practice. It is suitable for professionals working in mental health nursing, psychiatry, social work, clinical psychology, voluntary organisations and related fields who have completed Foundation level training or equivalent and with a related professional qualification and/or experience via the professional APEL route. Applicants must be working in a setting suitable to undertake the Systemic Practice requirement of 60 hours of systemic practice during the year. The practice requirement must be supported by the agency and have suitable clinical supervision arrangements as well as the facility to record, with client consent, one session (visual or audio) of clinical practice for assessment purposes.

Postgraduate Certificate in Systemic Practice

This is a part-time course over two years that covers the first two years of Family Therapy training; the Foundation Course in Systemic Practice and the Intermediate Course in Systemic Practice, and leads to the award of a Postgraduate Certificate in Systemic Practice from the University of Leeds to successful students. Upon completing this programme, students will be eligible to apply for the advanced clinical training (MSc in Systemic Family Therapy) leading to UKCP registration. This award is open to students who opt to complete both Foundation and Intermediate level training at Leeds.

MSc in Systemic Family Therapy

This two-year, part-time course provides qualifying advanced clinical training in systemic family therapy and successful completion leads to eligibility for registration with UKCP.

The course has approximately 20 full day teaching workshops over each year which includes theory, skills, research and personal professional development. In addition, students meet in weekly 4 hour clinics with an additional hour expected for completion of clinic tasks, in supervision groups for supervised systemic practice. These are located in NHS clinics with a qualified systemic supervisor. Currently, we have training supervision groups in Leeds,

Hull/Beverley, Middlesbrough, Newcastle upon Tyne, Runcorn, Sheffield, Northampton and Keighley. The sites of training clinics for the 2023 MSc cohort is not yet finalised and will be arranged to best meet the location of accepted students where this is possible.

Students are required to attend the clinic placement weekly during the two years of the course. It is expected that students will take their annual leave during school holiday times when the course University days are not planned but the clinics will usually still be running and it is understood that you will need to have your annual leave so there is some provision for flexibility on this is negotiated ahead of time with your supervisor. Missing planned clinics should only be in exceptional situations as the potential to make up clinical time is very limited without delaying your course completion and qualification.

Students are required to complete identity, DBS checks and statutory mandatory training required by the placement trust for their honorary contract (if required) with the trust.

In addition to the clinic placement students are required to undertake ongoing systemic therapeutic practice in their own agency setting for 100 hours each year. If your main agency work is not suitable you may arrange a suitable voluntary placement for this practice. At least 50% of the practice should be with more than one person. The practice must be supervised, ideally by a qualified family therapist and the hours verified by your supervisor or manager in your log of hours to meet professional requirements for qualification.

2.2 What are the job prospects when I successfully complete the MSc Systemic Family Therapy?

In addition to the University award of MSc Systemic Family Therapy, successful MSc students will be eligible to register with the UK Council for Psychotherapists as a Family and Systemic Psychotherapist and to practise as qualified family therapists. Some employers seeking to recruit a qualified Family Therapist will also require a first professional qualification.

2.3 What is the time commitment for the MSc Systemic Family Therapy?

This is a 2 year part-time course with teaching days held over approximately 40 Wednesdays (10:00am- 4:30pm) during the 2 academic years. In addition, students attend a weekly 4-hour supervision clinic and undertake private study (a minimum ratio of 3:1 to teaching days).

The study commitment for the course is approximately 2 – 2.5 days per week overall. This includes University days, clinic commitments and private study. It is essential that you plan for this study requirement and include an adjustment to your current clinical commitments during this time.

Detailed information about the course including modules information such as syllabus, student hours and assessment can be found [here](#).

2.3.1 Do you have any guidance about what my line manager/employers should consider offering as study time in addition to the time needed to attend the university on Wednesdays study days and the clinical placement?

In our experience, arrangements may vary depending on various factors and 1.5 days per week as a minimum would cover main study days and clinic placements and students . Further time for study will be required to meet the optimum 2.5 days per week. Most students agree to use some personal time for study. We think it is also important to ensure that your clinical workload is adjusted where necessary to allow for agreed study time. An overstretched student tends to underachieve and the benefits of a good developmental experience may be lost to other stresses.

2.4 What are the course dates?

Below are the provisional course dates. Please note that these are subject to change.

19th, 20th, 21st September 2023

4th October

18th October

8th November

22nd November

6th December

13th December

2024

17th January

31st January

21st February

28th February

20th March

17th April

1st May

15th May

22nd May

12th June

26th June

2.5 Where does the teaching take place?

Our intention is to deliver as much of the course as possible in person on campus. However, due to the Covid-19 pandemic we will have to respond to any changes in government or University advice about social distancing. This may mean that all or some of the sessions will be delivered online.

Face-to-face teaching where possible will take place in the Worsley Building (Building Number 95) on the University of Leeds Campus ([campus map](#)). Directions information can be found at <http://www.leeds.ac.uk/mtc/directions.html>

2.6 Are there car parking facilities for students?

The University encourages all staff and students to use public transport and there is no on campus parking provision. The nearest railway station is Leeds City Station and the walk to the station is approximately 20 - 25 minutes.

3 INTERNATIONAL STUDENTS

3.1 Are the courses open for applicants from outside UK?

Yes. Please note all the courses are offered as part-time courses only. If you are an international student, before you start to prepare for taking any part-time courses in the UK, please contact the [International Students Office](#) of our University for immigration advice.

If you are applying for MSc Systemic Family Therapy you need to be employed in a role where you have regular therapeutic contact with appropriate clients to complete 100 hours of Systemic Practice as lead clinicians during the year in their own work/placement agency.

3.2 Am I required to submit English language qualifications?

If your first language is not English you will be asked to provide evidence that you have a suitable ability in the various skills of English by obtaining the minimum requirements in a University recognized English language qualification (IELTS overall of 7.0 with no component lower than 6.5 OR equivalent). For information on other English language equivalent qualifications please see our [entry requirements webpage](#). Please contact the admissions team if you have any query.

Alternatively, if you are registered with a relevant UK professional body, you do not need to provide additional evidence of English language qualifications.

4 FEES AND FUNDING

4.1 What are the course fees?

Course fees for 2023-25 can be found following the link to the Course Finder of the University website

- [Foundation Course in Systemic Practice](#)
- [Intermediate Course in Systemic Practice](#)
- [Postgraduate Certificate in Systemic Practice – this programme incorporates both Foundation and Intermediate Courses](#)
- [MSc in Systemic Family Therapy](#)

4.2 How do I pay the course fees?

Course fees are charged annually when you register at the beginning of each academic year. If you are offered a place on the PGCert or the MSc, the **total** fees are divided equally across each year of study, i.e. you need to pay half of the total fees for first academic year, and the other half for the second academic year.

If you are to be sponsored by your employer, you are advised to have an agreement with your employer about the payment of fees in the event of temporary / permanent withdrawal from the course in the future, e.g. due to sickness or in the event of a change in employment. Course fees will be payable up to the time of withdrawal and the remainder payable on your return. In some circumstances, you may be personally liable for any outstanding fees, for example if you opt to continue the course after leaving employment with your employing sponsor.

4.3 **My Foundation and Intermediate level studies were supported by the NHS Workforce Development Transformation Funding (formally called Specialist Skills and Post Registration Development bursaries: SSPRD). Can I apply for this for the MSc Systemic Family Therapy?**

The Workforce Development Transformation Funding (WDTF) , previously SSPRD no longer covers the MSc Systemic Family Therapy.

For the 2023- 24 cohort the NHS may provide a funding stream and we are awaiting details of this at time of publication.

Your NHS trust or other agency sponsor may still wish to support you to do this training with sponsorship. Please see the above section for guidance.

For general enquiries to familytherapy@leeds.ac.uk

For specific course enquiries to m.mcgovern@leeds.ac.uk