



HKSCP

Hong Kong Society of
Counseling and Psychology

Application Form for Membership

Address: Unit 2, 13/F, Hang Bong Commercial Centre, 28 Shanghai Street, Jordan, KLN., HK
Email: info@hkscp.org

Hong Kong Society of Counseling and Psychology
Application for Membership



Personal Particulars (Please complete in BLOCK CAPITALS and *delete whatever inappropriate)

Name in full (English)

Family Name: _____ Given Name(s): _____ Title: *Prof./Dr./Mr./Mrs./Ms.

Name in Chinese (if applicable):

Telephone No.: (Mobile) _____ (Home) _____ (Office) _____

E-mail Address:

Correspondence Address

Residential Address (if different from above)

For Office Use Only:

Application Fee: Cash Cheque (Receipt Number: _____)

The membership types of Hong Kong Society of Counseling and Psychology

(Please refer to the Appendix II: Membership criteria)

- Student Member
- Graduate Member
- Associate Member - AFHKSCP
- Full Member - FMHKSCP
- Honorary Fellow - FHKSCP

Registration for registered psychologist or registered counselor under specified division

- Registered Clinical Psychologist - Reg. Psychol. (Clin. Psy), HKSCP
- Registered Counseling Psychologist - Reg. Psychol. (Counsel. Psy), HKSCP
- Registered Counselor - Reg. Counselor, HKSCP

Note:

1. *One must become a Full Member of HKSCP before becoming eligible to apply to be a registered psychologist or registered counselor.*
2. *HKSCP Members/ Registered Psychologists / Counselors are entitled to use the abbreviations as shown above.*

For the following information, a copy of the curriculum vitae could be used instead (if more space is needed). It should be typed on A4 paper and contain all the required details in the corresponding order.

Academic Qualifications/Awards/Distinctions (in chronological order)

(Please attach certificates and transcripts)

From	To	Academic Institution /University attended (please specify country)	Qualifications / Awards / Distinctions Obtained	Major Subject / Field of Study
Month/Year				

For overseas Counseling and/ or Psychology qualifications (master/PhD/Doctorate), it would be very helpful if you could attach the course structure, course outline and the transcript for our reference.

Title of thesis/dissertation, term papers, reports of empirical investigation, project report, etc.:

Practical/Internships (Official transcript / Letter must be attached for the hours)

From	To	Agency/Organization	Supervisor (Name and Official Position)	Details (client group/ assessment, intervention techniques etc)
Month/Year				
<p>Total number of hours of Practical/Internship:</p>				

Further Professional Training (in chronological order)

From	To	Name of Institution	Program Name	Level Achieved
Month/Year				

Relevant Work Experiences (in chronological order)

From	To	Name and Address of Employment	Full time Appointment Held / Job Title (if part-time or contract work, please specify and list separately)	Nature of Work and Clientele
Month/Year				

Publication List (in chronological order):

Declaration

I declare that all the information provided in my application is true and correct; and that the documents provided by me in connection with this application are authentic. I understand that my personal data will be held according to the rights and responsibilities laid out by the Personal Data (Privacy) Ordinance and adopted by the HKSCP.

Applicant Signature _____

Date _____

Note: the completed application form, together with copies of academic credentials/professional qualifications, certificates, transcripts, curriculum vitae, work testimonials, and abstracts of selected publications (if applicable), should be sent to the following address for receiving record:

General Secretary
Hong Kong Society of Counseling and Psychology
Unit 2, 13/F,
Hang Bong Commercial Centre,
28 Shanghai Street,
Jordan, Kowloon,
Hong Kong
Email: info@hkscp.org

Appendix I – Fees and Cost

- ◆ A *non-refundable* application fees of all membership type is HKD\$100, unless otherwise specified. The application fee should be made by cheque payable to “**Hong Kong Society of Counseling and Psychology**” at submission of application; The application fee paid shall not refundable regardless of the application outcome for membership.
- ◆ Registration for registered psychologist or counselor under specified division is an additional of HKD\$500 per year.
- ◆ Annual membership is only payable upon approval of application and its coverage is according to the membership year is from 1 January to 31 December. Membership approved on or after 1 July of a year requires only half of the annual membership fee.
- ◆ Annual membership is subject to review each year.
 - Annual membership fee for 2019-2020
 - Student Member HKD\$300
 - Graduate Member HKD\$500
 - Associate Member HKD\$700
 - Full Member HKD\$800
 - Fellow Member Free of charge, by invitation only

Appendix II - Membership criteria

Student Member

A candidate that is an undergraduate or graduate student studying psychology and/or counseling professional qualification, can apply as a Student member provided a proof of enrollment.

Graduate Member

To qualify for election as a Graduate member, a candidate shall possess a bachelor's degree from an institution recognized by the Council majored in psychology or counseling or qualifications equivalent to a bachelor's degree majored in psychology or counseling.

Associate Member

To qualify for election as an Associate Member, a candidate shall have satisfied the Council that s/he possesses the requirement for Graduate Member **PLUS** 2 years relevant post-graduation working experience.

Full Member

To qualify for election as a Full Member, a candidate shall have satisfied the Council that s/he possesses the requirements for Associate Member and has a Master or Doctoral degree in a Psychology or Counseling or qualifications equivalent from a recognized academic institution.

Honorary Fellow

The title, Fellow of the Society is awarded to members who have made a significant contribution to the world of psychology and counseling. Fellows of the HKSCP shall either be proposed by Fellows of overseas psychological societies or by the Hong Kong Society of Counseling and Psychology.

Standard for Registered Psychologist

To become registered as a Clinical psychologist/ Counseling psychologist, one must be a Full Member of the Hong Kong Society of Counseling and Psychology and have:

1. Undertaken postgraduate qualifications and training in related specialized area, such qualification having entailed supervised practical training by qualified clinical psychologist throughout the training program of not less than 1500 hours in at least three different clinical settings.
2. Agreed to follow the Society's conduct rules and be guided by the Society's Code of Ethics and Conduct.

Standard for Registered Professional Counselor

To become registered as a Professional Counselor, one must be a Full Member of the Hong Kong Society of Counseling and Psychology and have:

1. Accumulated a total of 400 hours of supervised practice (at least in two different settings) of which 100 hours must be subsequent to the completion of training (that is, after graduate training at the level of a master degree in a counseling-related field or its equivalent). In addition, a total of 80 supervision hours must be accumulated, of which 40 hours must be subsequent to the completion of graduate training. At least 40 percent of the supervision hours have to be individual-based (that is, one-on-one supervision). Detailed criterion to the practical training are as follows:
 - i. Undertaken postgraduate qualifications and training in related specialized area, such qualification having entailed supervised practical training of not less than 400 hours of supervised practice and 80 supervision hours.
 - ii. Within the 400 hours of supervised practice; a minimum of 100 hours is required to be taken post-qualification.
 - iii. Within the 80 hours of supervision, a minimum of 40 hours is required to be taken post-qualification.
2. If you have more than 100 hours supervised clinical practice, you may apply for the Postgraduate Supervision Scheme.
3. Agreed to follow the Society's conduct rules and be guided by the Society's Code of Ethics and Conduct.

Appendix III – Personal Data (Privacy) Ordinance

In compliance with the Personal Data (Privacy Ordinance), the Society would like to inform applicants and Members of the following:

- ◆ On a permanent basis, the Society holds personal data of its current and past members. In order for the Society to process all applications for membership or for changes in membership in accordance with the Regulations of the Society, it is necessary for the applicant to supply the Society with personal data.
- ◆ The information requested in the application form is needed for the identification of the person and her/his educational and professional qualifications. The information is retained, so that in the case of later disputes, the qualifications forming the basis for the membership can be ascertained. The information may also be needed in connection with election to a higher status of membership.
- ◆ The data held by the Society relating to applicants and to Members will be kept confidential, however, the title, full name and membership status of members will appear in the Society Membership Directory on the Society website, and these details may be released by the Society upon request; and
- ◆ The Society may provide such information to:
 - Any person under the duty of confidentiality to the Society, that is to staff members of the Society and to the members of the Board and its relevant Committees and Divisions, and
 - Any third party holding a court order for the disclosure of the information.
- ◆ The Society does not hold any personal data of persons whose applications for membership have been rejected by the Board on the recommendation of the Membership and Professional Standards Committee. The application forms and all supporting documents will be destroyed six months after the applicant has been informed of the rejection. Thereafter the Society only retains minutes to say that an application from a person of such a name has been rejected.

Under the Ordinance:

- ◆ Any individual has the right to check whether the Society holds data about him or her, and the right of access to such data,
- ◆ Any Member has the right to require the Society to correct data relating to him or her, which are shown to be inaccurate,
- ◆ Any Member has the right to ascertain the Society's policy and practice in relation to personal data and to be informed of the kind of personal data held by the Society.
- ◆ In accordance with the terms of the Ordinance, the Society has the right to charge a reasonable fee for the processing of any requests for access to personal data.
- ◆ Requests for access to data or correction of data or for information regarding policies and practices of data should be addressed to the General Secretary, Hong Kong Society of Counseling and Psychology at the Society's official address.