

MASTER OF STUDIES IN MINDFULNESS-BASED COGNITIVE THERAPY

Application Brief Guidelines

These brief guidelines highlight aspects of the University of Oxford application procedure particularly relevant to the MSt in Mindfulness Based Cognitive Therapy. Please read them, in conjunction with the full University Guidelines http://www.ox.ac.uk/admissions/postgraduate_courses/application_guide.html before completing the application form.

1. Applications to the MSt in Mindfulness Based Cognitive Therapy should be made using the *paper application form*. You will find this form at: http://www.ox.ac.uk/admissions/postgraduate_courses/apply/application_forms.html
Please do not apply on line.
2. *Two copies* of your paper application form and all accompanying documentation (see below) should be sent to the programme administrator: Mrs Wendy Swift, Oxford University Department of Psychiatry, The Warneford Hospital, Oxford OX3 7JX, U.K.
3. Please Email Wendy Swift (wendy.swift@psych.ox.ac.uk) when you submit your application to inform us that it is on its way. This will enable us to track its progress easily.
4. The final deadline for applications is: **12 March 2010**.

Notes on the Specific Aspects of the Application Form

Section I: Programme of study.

Complete sub-section 2 (“Applicants for taught programmes”). The six digit course code is: 003850. You will be working towards: M.St. The title of the course is: M.St. Mindfulness Based Cognitive Therapy.

Section J: Course information and college choice

- Tick “Part-time study requested”. There is no alternative start date.
- As you will see from the Prospectus, we strongly recommend membership of Kellogg College, which has close links with the Department for Continuing Education and is particularly well able to meet the needs of adult, professional, part-time students. Please note that the tick box option relating to funding offers should be ignored as this is not applicable to this course.

Section K: Additional information

Interviews will be held on 17th, 18th & 19th May 2010. You will be informed within one week of the interviews whether or not your application has been successful.

Section N: Supporting materials checklist

References You are required to submit three references along with your application.

Please ask each referee to provide their reference in a sealed envelope, and to sign across the seal and cover their signature with clear adhesive tape.

Your references should be returned to you in the sealed envelopes and you should submit them, **unopened**, with your application.

In the event of a referee being unable to supply a reference in this way, they may e-mail their reference to wendy.swift@psych.ox.ac.uk ensuring that they state your name and the programme of study that you are applying for.

- ***Transcripts of higher education received*** A transcript is a formal document, on headed paper, confirming the details of your higher education experience. You should contact the relevant institution who will supply the necessary document(s). This requirement may be waived for students who have substantive professional experience, but do not have a degree, or students whose university education was completed many years ago. If you fall into either of these categories, contact the course administrator before you submit your application.
- ***CV/résumé*** Your CV should include:
 - Educational and professional qualifications (including part-time study)
 - Present appointment, and previous appointments starting with the most recent (keep this brief; we are most interested in posts relevant to your application)
 - Details of your experience of mindfulness meditation (workshops, training events and retreats attended; personal practice)
 - Details of your experience of cognitive therapy (or other evidence-based psychological treatment). Include information about: workshops and training courses attended; clinical supervision received; a summary of your clinical experience (settings, client groups, problem areas worked with); relevant recent CPD.
- ***Statement of purpose*** Please provide a 500 word statement explaining why you wish to do the course and how you plan to use what you learn.