



COSCA (Counselling & Psychotherapy in Scotland)
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Office Use

Finance	Membership Details

Application for Retired Membership

This category is open to:

- existing members of COSCA (Counselling & Psychotherapy in Scotland) who will be retiring from the practice of counselling or psychotherapy and who reside in Scotland
- those whose membership of COSCA has lapsed within the last three years, who are not currently in practice and who do not intend to practise in the near future

This category is not intended for those who are taking a short career break and intend to practise again within the next 12 months (for example those on parental leave).

If a Retired Member starts to practise again, they will no longer be listed as a Retired Member. If eligible to return to full membership of COSCA, they can apply to be a member of COSCA in their previous membership category, or another category, provided that they meet the criteria and standards for it.

Retired Members:

- are accountable to COSCA under its Articles of Association and our Complaints Procedure
- must agree to abide by the values and principles of the COSCA Statement of Ethics and Code of Practice.

The annual membership fee for Retired Members is subsidised - see www.cosca.org.uk under About Us/Costs.

Retired Members:

- are able to keep up to date with developments within counselling and psychotherapy.
- receive copies of COSCA's Journal, *Counselling in Scotland*
- are eligible for member discounts on COSCA publications and events
- are entitled to vote at COSCA's AGM.

1. Contact Details

Surname:	
Forename:	
Title:	
Address:	
Postcode:	
Home Telephone Number:	
Mobile Telephone number:	
Email:	
Previous COSCA Membership Number:	
Date of retirement:	

2. Privacy Policy

We collect personal information from those who apply to become individual members or subscribers and details relating to organisational membership. We also collect information at the time of renewal of membership, when members voluntarily provide feedback to us, and when they complete surveys for us.

We will use this information:

- ✓ to make a decision about your suitability to join COSCA or be a subscriber
- ✓ to maintain our records
- ✓ to inform, on request, third parties concerning whether or not named individuals are currently members or subscribers of COSCA and the category of membership held
- ✓ to send you information about COSCA's work and services
- ✓ to send you information from other organisations and individuals that we consider to be of interest to you.

COSCA will not share your information for marketing purposes with other organisations and individuals. For more information on how we use your information, please see our Privacy Notice on

www.cosca.org.uk

Publication of Sanctions - Please refer to the above Privacy Notice for information.

3. COSCA JOURNAL

COSCA will publish your name in the listing of new Subscribers in the COSCA Journal - Counselling in Scotland.

4. SUBSCRIPTION

Retired Membership £28.00

DIRECT PAYMENTS TO COSCA (Counselling & Psychotherapy in Scotland)

COSCA prefers you to make membership payments by direct payment to COSCA's bank. Please see below for information in order to process this.

Name of Bank: Virgin Money, Murray Place, Stirling FK8 2BX
Sort Code: 82 68 05
Account No.: 70174110
Account Name: COSCA (Counselling & Psychotherapy in Scotland)

Please give your name when paying via your bank. If this does not happen it could be that your payment is not recorded against your personal payment for membership.

Please tick the appropriate box(es):

- I am paying direct via the bank
 I enclose a cheque made payable to COSCA
 I require an invoice (£2.00 charge)

Date paid:

Subscription of £

plus donation of £

Invoice charge (if applicable)

Total Amount: £

Invoice Address, if different from Section 1:

Please note the following:

- COSCA holds quarterly meetings to approve membership applications. Applicants will be notified of the outcome of their application within 3 weeks of the meeting, unless there are extenuating circumstances.
- Cheques will be cashed on receipt
- A full refund will be made if the application is not approved.
- Following the award of COSCA membership, no membership fees will be refunded

5. CONFIRMATION AND DECLARATION

I hereby apply to be admitted to the Retired Member category of membership and I make the following confirmations and declarations:

- I understand that the Retired category of membership is intended for: those members who are no longer in practice and not intending to do so in the next 12 months, and also those whose membership of COSCA has lapsed within the last three years, who are not currently in practice and who do not intend to practise in the near future, and who reside in Scotland
- I confirm that I am not currently undertaking any counselling or psychotherapy practice, and nor do I intend to offer or advertise my services as a counsellor/psychotherapist
- I understand and confirm that should I intend to act as a counsellor or psychotherapist in any capacity in the future, that I am required to notify COSCA thereto and that I will apply to transfer to an appropriate membership category before I start to practice.
- I agree to be bound by COSCA's Articles of Association and to abide by the values and principles of COSCA's Statement of Ethics and Code of Practice
- I agree to be accountable to COSCA under COSCA's Complaints Procedure in the event of a complaint being received regarding my conduct
- I understand that in the interests of public protection, COSCA may divulge details of my membership category and dates of membership should it be deemed necessary
- I confirm that I do not have an unspent criminal conviction(s) that might prejudice the public's trust in me, the profession or COSCA, OR I attach details of unspent conviction(s) to be taken into account in considering this application for membership
- I confirm that I have not been dismissed from employment or voluntary work for any reason, or refused/expelled from membership of a professional body/register on any grounds, OR I attach details of matters or sanctions relating to professional misconduct to be taken into account in considering this application for membership. All relevant pending criminal or disciplinary actions, investigations, proceedings or enquiries are declared by me on the attached statement. I confirm that the information contained in and attached to this form is true, accurate and complete to the best of my knowledge and belief. I hereby authorise the officers of COSCA to make such enquiries as they consider necessary to verify the information given. I understand that any false or misleading statement, falsification of accompanying evidence or collusion may lead to the COSCA Complaints Procedure being invoked and may result in termination of my membership.
- I understand there may be occasions when it is necessary and/or appropriate to share information about me with other regulatory bodies for the purpose of regulation and in the interest of public protection, and I confirm that I agree to that being done.
- I understand that payment of the subscription does not constitute acceptance of this application to join COSCA.

Please Print Name	
Signature	
Date	