



## CTP 2021-2022 Graduate Registration Deadline May 15th - 5:00 pm

**CONTACT INFORMATION**

Date:

**Name**

First:

Last:

**Address**

Street:

Unit:

City:

Province:

Postal Code:

E-Mail:

**Phone Number**

Home:

Cell:

Work:

**Notification Information**

In the event a Lecture or Class is cancelled due to unforeseen circumstances I authorize notification by the following means:

Phone No. Home:  Cell:  Work:  E-Mail:

## Concentrations

**\$ 1,125.00**

<p><b>Choose two and list them in the order of your preference. Please note that we try to accommodate your choice(s) however availability is determined by enrolment numbers.</b></p> <p><b>Note: Psychodynamics of Race may be taken as a Concentration or Seminar</b></p>					
<b>1</b>	<b>2</b>	<p><b>Those wishing to enroll in two (2) Concentrations please indicate two 1<sup>st</sup> choices and two (2) second choices</b></p>			
		Transference & Counter Transference	Judy & Peter Dales	Saturdays 10:00 – 1:15	Monthly
		Erotics of Sexuality	Sharon Bedard	Saturdays 10:00 – 1:30	Monthly
		Working with Trauma	Gord MacLeod	Sundays 1:00 - 4:30	Monthly
		Psychodynamics of Race	Janie Kim	Sundays 10:00 - 1:30	Monthly

### Locations:

To Be Announced

## Elective Seminars

**\$ 1,125.00**

<p><b>Choose two and list them in the order of your preference. Please note that we try to accommodate your choice(s) however availability is determined by enrolment numbers.</b></p>					
<b>1</b>	<b>2</b>	<p><b>Those wishing to enroll in two (2) Seminars please indicate two 1<sup>st</sup> choices and two (2) second choices</b></p>			
		Psychodynamics of Race	Janie Kim	-	Monthly
		The Development of the Therapist's & the Clients Thinking Mind	Sharon Bedard	Saturdays 10:00 – 1:30	Monthly
		The Safe and Effective Use of the Self	Sharon Bedard	Saturdays 10:00 – 1:30	Monthly
		Authentic Movement	Janie Kim	Friday 6:00 - 8:30 Begins January 7th 2022	Weekly

### Locations:

To Be Announced



**Clinical Applications Semester 3**

**\$ 1,125.00**

	Clinical Applications Semester 3	Susan Wood	Friday 6:30 to 8:30 pm Loc: To Be Announced Weekly (for 1) Semester Begins Sept	
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**Group Supervision**

**\$ 2,275.00**

Subject to Faculty Approval

<b>Choose two and list them in the order of your preference. Please note that we try to accommodate your choice(s) however availability is determined by enrolment numbers and Faculty approval.</b>				
<b>1</b>	<b>2</b>			
		<b>Group Supervision</b>	Adam Crabtree	Weekly
		<b>Group Supervision</b>	Gord MacLeod	Weekly
		<b>Group Supervision</b>	Alice Jonathan	Weekly

**Please Note:**

Concentration & Seminars meet for thirty hours over two semesters U.N.O. Although Concentration & Seminar requirements vary, they typically include submitting summaries of the readings, papers or projects, and presentations.

A minimum of seven students are needed to constitute a Concentration or Seminar, so please list on the attached Course Selection form your two choices in order of preference.

Program Registration		Course Fee	
<input type="checkbox"/>	Concentration (see Concentration list for pre-requisite)	\$ 1,125	
<input type="checkbox"/>	Concentration (see Concentration list for pre-requisite)	\$ 1,125	
<input type="checkbox"/>	Seminar (see Seminar list for pre-requisite)	\$ 1,125	
<input type="checkbox"/>	Seminar (see Seminar list for pre-requisite)	\$ 1,125	
	Clinical Applications Semester 3	\$ 1125	
	Dream Seminar	\$ 1125	
	Critical Reflections	\$ 1125	
	Supervision Seminar	\$ 2275	
<input type="checkbox"/>	PEPweb - Mandatory	\$ 170	\$ 170
<b>Total</b>			

### Tuition Checklist

**Due Aug 1st: (10) cheques made up of equal payments dated:  
Sept 1, Oct 1, Nov 1, Dec 1, Jan 1, Feb 1, Mar 1, Apr 1, May 1, June 1**

**Registration packages are due no later than 5pm on Friday, May 22nd. If you are submitting your package after the deadline please inform Phil LaRose, Assistant Registrar. ([phil@ctp.net](mailto:phil@ctp.net)) A Late Registration Fee of \$75.00 made by cheque payable to CTP must accompany your submission.**

**Yes I have reviewed the attached administration fee schedule, tuition and refund policy and Non-refundable.**

Name: \_\_\_\_\_

Please print

Signature: \_\_\_\_\_

Date:



## TUITION AND REFUND POLICIES

### A. Tuition Policy

As a not-for-profit educational institution CTP operates solely on the basis of student tuition revenue; there is no government subsidy or other source of income to fund the program. The tuition fee is determined by the actual operating costs (faculty payments, property rent, tax, utilities, maintenance, administration, etc). Faculty members are not compensated with a salary & benefit package. Since CTP began in 1985 faculty have continued to accept a stipend, which has increased on an inflationary basis. Faculty continue to carry their administrative roles with little remuneration.

CTP does not build in an annual profit margin. For this reason, the tuition and administrative fees are increased as necessary to cover the actual cost of delivering the program, which includes the inflationary increase and for any unanticipated expense that has been incurred or is to be forecasted for the upcoming academic year.

The 2021-2022 fees have been established as follows: <b><u>All costs shown are per academic year</u></b>			
PEPweb	\$170	Returned Bank Payment	\$35
Late Course Registration	\$75	PLAR	\$60
Each request to change post-dated payment plan	\$35	Clinical Phase application	\$150
Therapist in Training application	\$200	Request to graduate	\$200
Individual Supervision - Per session	\$80	Letter Request &/or Duplicate tax receipt	\$35
Late Phase Application	\$75	Transcript	\$80

An annual PEPweb fee of \$170 must accompany the completed registration form **for all students**, including students who are not taking courses, but who wish to maintain a basic registration in the program. This is the fee for your student subscription to PEP web. It is a condition of CTP's contract with PEPweb and is a mandatory requirement.

The administration fees that CTP incurs in order to administer banking and student financial accounts will not change this year. Students can minimize these costs by ensuring their financial account is paid according to their payment plan agreement.

## **B. Refund Policy**

One of our tuition charging problems is the human tendency to change one's mind. This is understandable, but financially challenging in a school that tries to keep learning groups to effectively small numbers.

If we use registration numbers to set up small groups, which are also financially viable and if a number of students change their minds in September, we are often left with four or five groupings that do not meet their costs. As some of you may know, in the past we have not cancelled such groups out of respect for the students who remain registered.

We want to continue this policy of maintaining groupings wherever we can, so our refund policy is designed to make this financially possible.

### **For lectures and psychotherapy training groups:**

1. There are no refunds after December 15th.
2. Prior to December 15th, a 15% operating cost is retained plus a pro rata charge for learning meetings up to the date of withdrawal, which is subject to faculty and Registrar approval.

### **For seminars, concentrations, clinical applications and supervision seminars both September and January terms:**

A request for cancellation received by the Registrar within:

1. 30 days of the Registration deadline will be eligible for 60% refund of tuition fees
2. 31 to 60 days of the Registration deadline will be eligible for 30% refund of tuition fees.
3. There is **NO REFUND after 60 days from the Registration deadline and no rain check or deferral credit.**

Any notice of changes in registration and/or requests for refunds are to be made in writing to the Registrar. The date when such a request is received will be the date used to calculate the refund (if applicable).