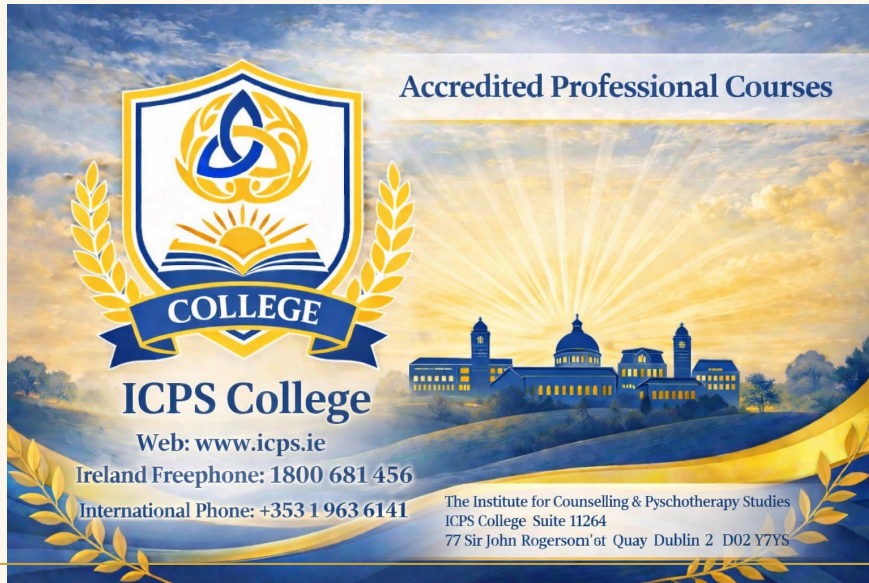


ENROLMENT AGREEMENT • LEGALLY BINDING • GOVERNED BY IRISH & EU LAW



Enrolment Agreement

Legally binding agreement between the Institute and the Student • Governing law: Republic of Ireland and applicable European Union law

The Institute for Counselling & Psychotherapy Studies *ICPS College, Dublin*

DOCUMENT TYPE	Enrolment Agreement • Legally Binding
INSTITUTION	ICPS College
PROVIDER NO.	PDCD1110 • CPD Standards Office
EFFECTIVE DATE	May 2026 — Reviewed Annually
EDITION	2026 — 2030



DUBLIN • IRELAND

© ICPS College 2026–2030 • All Rights Reserved

Legally Binding Enrolment Agreement

This is a legally binding agreement. By submitting an application, paying any deposit or course fee, signing any enrolment form, accessing the College's learning environment, or attending any part of a course (whether in person or online), you confirm that you have read, understood, and agree to be bound by every clause of this Enrolment Agreement, governed by the laws of the Republic of Ireland and applicable European Union law (Government of Ireland, 2018a; European Parliament and Council, 2011).

This Enrolment Agreement (the "Agreement") is entered into between the Institute for Counselling & Psychotherapy Studies, trading as ICPS College ("the College," "ICPS," "we," "our," "us"), and the individual named on the Enrolment Form ("the Student," "you," "your"). Together the College and the Student are referred to as "the Parties." The Agreement governs the educational, contractual and financial relationship between the Parties from the moment of enrolment through to the issue of any award and beyond, where ongoing obligations apply (Beale, 2020).

This Agreement is to be read alongside the College's Terms and Conditions for Educational Training Courses, the Privacy Policy, the Complaints Policy & Procedure, the Disciplinary Policy, the Plagiarism Policy and the Malpractice Policy. In the event of any conflict, the most recently issued formal governing document prevails (Bond, 2015). The Student acknowledges that they have had the opportunity to read, consider and seek clarification on every provision of this Agreement before enrolling, and confirms that they have not relied on any oral statement, marketing material or third-party representation that is inconsistent with the written terms set out herein (Clark, 2018).

This document is bound by Irish contract law, Irish consumer-protection law, applicable European Union law including the General Data Protection Regulation, and the wider regulatory and accreditation framework within which ICPS College operates (European Parliament and Council, 2016; Government of Ireland, 2022). Where any provision of this Agreement is found by a competent court to be invalid or unenforceable, the remaining provisions shall continue in full force and effect (Friel, 2000).

1. Definitions and the Parties

1.1 The College

"The College" means the Institute for Counselling & Psychotherapy Studies, trading as ICPS College, with its registered correspondence address at Suite 11264, 77 Sir John Rogerson's Quay, Dublin 2, D02 Y7Y5, Republic of Ireland. The College is accredited by the CPD Standards Office under Provider Number PDCD1110 and is recognised as a Provider of Training Excellence under the Professional Development Consortium framework (CPD Standards Office, 2024; Professional Development Consortium [PDC], 2024). The College is professionally aligned with the Irish Counselling and Psychotherapy Association (Irish Counselling and Psychotherapy Association [ICPA], 2024).

1.2 The Student

“The Student” means the individual whose name appears on the Enrolment Form and who has applied for, accepted, or commenced a Course offered by the College. Where the Student is a minor, this Agreement must be co-signed by a parent or legal guardian, who thereby accepts joint and several liability for all obligations imposed on the Student under this Agreement (Government of Ireland, 1997).

1.3 The Course

“The Course” means the specific educational programme — Professional Diploma, Certificate, Continuing Professional Development programme, or other named offering — for which the Student has enrolled, as identified on the Enrolment Form and described in the corresponding Course Folder or Course Brochure (Knowles et al., 2015).

1.4 Fees

“Fees” means all sums payable by the Student to the College in connection with the Course, including but not limited to deposits, instalments, course fees, registration fees, examination fees, accreditation fees, materials fees, certification fees, late-payment charges and interest, and any other charges as published in the Course documentation or notified in writing.

1.5 Governing Documents

“Governing Documents” means this Enrolment Agreement together with the College’s formal Terms and Conditions, Privacy Policy, Complaints Policy, Disciplinary Policy, Plagiarism Policy, Malpractice Policy and any other policy expressly incorporated by reference. Each forms part of the binding contractual relationship between the Parties (Bond, 2015; ICPA, 2024).

1.6 Enrolment Form

“Enrolment Form” means the application document — whether paper, electronic, or completed via the College’s online enrolment portal at www.icps.ie — by which the Student requests admission to a Course and provides the identifying information required by the College.

2. Formation of the Contract

2.1 Offer, Acceptance and Consideration

This Agreement is formed in accordance with the principles of Irish contract law and constitutes a binding contract between the Parties (Friel, 2000; Clark, 2018). Offer is constituted by the publication of a Course by the College; acceptance is constituted by the Student’s submission of an Enrolment Form together with payment of the applicable deposit or full fee; and consideration is constituted by the Fees paid by the Student in exchange for the educational service to be provided by the College.

2.2 Acts Constituting Acceptance

Without limiting the generality of the foregoing, the Student is deemed to have accepted this Agreement in full upon the occurrence of any of the following acts:

- ◆ Submission of an Enrolment Form, whether in paper or electronic form
- ◆ Payment of any deposit, instalment or full Fee in respect of the Course
- ◆ Signature, electronic signature, or digital tick-box confirmation of any enrolment document

- ◆ First access to the College's learning management system, virtual classroom or any course materials
- ◆ Attendance, in person or online, at any class, workshop, lecture, induction or examination forming part of the Course

Each of the foregoing acts constitutes unconditional acceptance of the Agreement in its entirety. The Student cannot subsequently disavow knowledge of, or assent to, any provision contained herein on the basis of non-reading or partial reading of the Agreement (Beale, 2020; Clark, 2018).

2.3 Discretion of the College

The College reserves an absolute discretion to accept or decline any application for enrolment at any stage of the application process, and is under no obligation to provide reasons for refusal. Where an application is declined prior to the formation of a contract, any monies received from the prospective Student in connection with that application will be returned in full, save for any administrative processing charges expressly notified in advance.

2.4 Pre-Contractual Information

The College has provided the Student with the pre-contractual information required by Regulation 9 of the European Union (Consumer Information, Cancellation and Other Rights) Regulations 2013, including the identity of the trader, the main characteristics of the service, the total price, payment arrangements, the duration of the contract and information regarding any right of cancellation under those Regulations where applicable (Government of Ireland, 2013).

3. Fees, Deposits & Payment Terms

3.1 Obligation to Pay

The Student agrees to pay all Fees in full and on time. Payment of Fees is a fundamental condition of enrolment and continued participation. Where the Student elects an instalment plan, the Student remains liable for the full Course fee irrespective of continued participation, attendance, completion or assessment outcome (Clark, 2018).

3.2 Late Payment, Interest and Recovery

The College reserves the right to charge interest on any overdue amount in accordance with the European Communities (Late Payment in Commercial Transactions) Regulations 2012, where applicable, and otherwise at the statutory rate prescribed under Irish law (Government of Ireland, 2012). The College further reserves the right to deny access to classes, learning materials, the learning management system and certificates where Fees remain unpaid, and to pursue debt recovery through any lawful means including referral to a third-party debt collection agency or to the courts of Ireland.

3.3 Currency, Method and VAT

Unless otherwise stated, Fees are quoted and payable in Euro. Acceptable methods of payment are those notified by the College from time to time. Where Value Added Tax is applicable, it shall be added to the Fees at the prevailing rate (Government of Ireland, 2010).

3.4 Third-Party Payers and Sponsors

Where Fees are paid by an employer, sponsor or other third party, the Student remains primarily liable for payment under this Agreement. The College's contractual relationship is with the Student, and any failure by the third party to discharge the Fees does not release the Student from the obligation to pay (Clark, 2018).

3.5 Acknowledgement of Cost-Recovery Investment

The Student acknowledges that the College commits significant non-recoverable resources to each enrolment, including instructor remuneration, virtual-classroom licensing, accreditation fees, learning-platform infrastructure, materials development, administrative onboarding and quality-assurance overhead. These costs are committed at, or shortly after, the moment of enrolment and are not recoverable by the College in the event that the Student subsequently disengages from the Course. This acknowledgement underpins the non-refund provisions set out in Clause 4 below (Beale, 2020).

4. Non-Refundability of All Sums Paid

OVER-RIDING DECLARATION. All deposits, part-payments, instalments, course fees, registration fees, examination fees, accreditation fees, materials fees and any other sums paid to the College under this Agreement are **strictly non-refundable**, to the maximum extent permitted by the laws of the Republic of Ireland and applicable European Union law. This is a fundamental term of this Agreement and a material inducement to the College to accept the Student's enrolment.

4.1 Application of the Non-Refund Rule

The non-refund rule set out in this Clause 4 applies in every circumstance where the Student does not, for any reason whatsoever, complete or continue with the Course following enrolment, including but not limited to the categories enumerated at Clause 4.2 below. The Student acknowledges that the College's pricing structure has been calculated by reference to this non-refund rule, and that any departure from it would materially undermine the financial sustainability of the College's educational provision (Beale, 2020).

4.2 Specific Non-Refund Scenarios

Without limiting the generality of Clause 4.1, no refund of any kind shall be due in any of the following circumstances:

- ◆ The Student changes their mind about pursuing the Course
- ◆ The Student decides, after enrolment, that the Course is not suitable for their needs
- ◆ The Student fails to attend some or all scheduled classes
- ◆ The Student experiences personal circumstances, family circumstances or relocation that prevent course completion
- ◆ The Student experiences medical, mental-health or other health issues
- ◆ The Student encounters work-related conflicts, scheduling clashes or career changes
- ◆ The Student experiences financial difficulties, loss of employment or change of sponsorship
- ◆ The Student is suspended or expelled for misconduct or breach of these Terms
- ◆ The Student fails one or more assessments

- ◆ The Student is dissatisfied with the Course content, delivery, instructor or assessment outcome
- ◆ The Student disagrees with an instructor, fellow student or member of staff
- ◆ The Student experiences technical difficulties, equipment failure or internet connectivity problems
- ◆ The College, exercising its operational flexibility under Clause 7, reschedules or relocates classes
- ◆ The Student withdraws after the relevant cancellation period prescribed by the European Union (Consumer Information, Cancellation and Other Rights) Regulations 2013 has expired
- ◆ Any other reason whatsoever not otherwise enumerated

4. Non-Refundability (continued)

4.3 Rescheduling Does Not Trigger Refund

Where the College, in its absolute discretion under Clause 7, reschedules, postpones, relocates or restructures a Course or any element thereof, the Student remains liable for all Fees paid and no refund shall be due. The College will use reasonable endeavours to accommodate the Student on rescheduled dates or on an alternative cohort of comparable scope, but accommodation does not give rise to any entitlement to a refund (Clark, 2018).

4.4 No Set-Off, No Withholding, No Chargeback

The Student shall not, at any time, set off, withhold, deduct or attempt to chargeback any Fees due or already paid to the College, except as required by mandatory law. Any unauthorised chargeback or payment reversal initiated through a payment-card scheme, electronic banking facility or other channel will be defended by the College and recovered together with all associated administrative costs and interest (Beale, 2020).

4.5 Statutory Rights Preserved

Nothing in this Clause 4 is intended to exclude, restrict or limit any statutory right of the Student that cannot lawfully be excluded or limited under Irish or European Union consumer-protection law, including but not limited to the right of cancellation in respect of distance contracts under the European Union (Consumer Information, Cancellation and Other Rights) Regulations 2013 where applicable; the right to a service supplied with reasonable care and skill under the Sale of Goods and Supply of Services Act 1980 and the Consumer Rights Act 2022; and any other non-excludable right (Government of Ireland, 1980; Government of Ireland, 2013; Government of Ireland, 2022). To the extent that any provision of Clause 4 would, if enforced, conflict with such a non-excludable right, that provision shall be read down to the minimum extent necessary to preserve the right, and the remainder of the Clause shall continue in full force and effect.

4.6 Reaffirmation of Non-Refund Rule

Subject only to Clause 4.5, the non-refund rule set out in Clause 4 is final, definitive and not subject to any further exception. The Student confirms, by enrolling on a Course, that they have read, understood and accepted this rule in full, and that the rule is a fundamental and material term of the Agreement on which the College has expressly relied in offering the enrolled place at the price set out in the Course documentation (Beale, 2020; Clark, 2018).

5. Statutory Cancellation Right (Distance Contracts)

5.1 Application of the 2013 Regulations

Where this Agreement is concluded as a distance contract within the meaning of the European Union (Consumer Information, Cancellation and Other Rights) Regulations 2013, the Student may have a statutory right to cancel the contract within fourteen (14) calendar days of its conclusion, without giving any reason and without incurring any cost beyond those expressly provided for in the Regulations (Government of Ireland, 2013).

5.2 Express Request to Begin Service Within Cancellation Period

Where the Student expressly requests that the supply of educational services commence within the fourteen-day cancellation period — for example, by accessing the learning management system, attending a class, or downloading course materials prior to the expiry of that period — the Student acknowledges that the right of cancellation will be lost upon full performance of the service, and that, in the event of cancellation prior to full performance, the College is entitled to retain a sum proportionate to the service performed up to the moment of cancellation, calculated on the basis of the total Fee payable.

5.3 Form and Effect of Cancellation

Cancellation under this Clause 5 must be communicated in writing to the College at education@icps.ie or to the registered correspondence address. The College will acknowledge cancellation in writing without undue delay. Beyond the statutory cancellation period, the non-refund provisions of Clause 4 apply in full.

6. Course Delivery and Attendance

6.1 Mode of Delivery

Courses are delivered through live online synchronous classes via the College's designated video-conferencing platform, supplemented by self-directed study, practical workshops, group work and, where applicable, supervised practice (Means et al., 2014). Recordings may be made available to support reflective revisitation, but recording does not displace the requirement to attend live classes.

6.2 Attendance Obligations

The Student is required to attend all scheduled sessions punctually and fully prepared. Repeated lateness, poor attendance, unexplained absence, or failure to engage meaningfully — including digital engagement on the College's learning management system — may be treated as misconduct and dealt with under the College's Disciplinary Policy. Minimum attendance levels may be set as a condition of progression and certification (ICPA, 2024).

7. Operational Flexibility of the College

7.1 Discretion to Make Changes

The College reserves an absolute discretion to make any change to the operational delivery of a Course where it considers, acting reasonably, that such change is necessary or desirable. Changes that may be made include adjustment of start and end dates; rescheduling of individual sessions; alteration of class times or days; relocation of in-person sessions; variation of content; replacement of tutors; modification of assessment timetables; combination or splitting of cohorts; and movement of sessions between in-person and online delivery formats.

7.2 Notice

The College will provide as much advance notice of any change as is reasonably practicable in the circumstances. Where the change is occasioned by an event outside the College's reasonable control — including instructor illness, facility unavailability, weather disruption, public-health emergency, technological failure or accreditation change — the College may provide shorter notice.

7.3 Effect on Refund Position

Operational changes made under this Clause 7 do not give rise to any entitlement to a refund. The non-refund position set out in Clause 4 applies in full, subject only to the statutory rights expressly preserved at Clause 4.5.

8. Student Conduct and Professionalism

8.1 Conduct Expectations

The Student undertakes to behave with honesty, integrity and respect at all times, and to engage with the Course in a manner consistent with the ethical standards expected of mental-health professionals (ICPA, 2024; Bond, 2015). Expected conduct includes professional behaviour and demeanour in all interactions; ethical behaviour with integrity and honesty; respect and courtesy towards others; unconditional positive regard and empathy; acceptance of diverse perspectives and backgrounds; a non-judgemental and non-discriminatory attitude; appropriate emotional self-management and self-awareness; maintenance of confidentiality where required; and adherence to professional boundaries.

8.2 Unacceptable Conduct

Unacceptable conduct includes, without limitation, harassment, bullying or intimidation; discrimination contrary to the Equal Status Acts 2000–2018 (Government of Ireland, 2018b); aggressive or threatening behaviour; dishonesty or academic misconduct; breach of confidentiality; inappropriate use of social media; attendance at classes while under the influence of alcohol or controlled substances; and any behaviour that compromises the safety or wellbeing of others (Government of Ireland, 1977; Health Service Executive [HSE], 2019).

8.3 Disciplinary Consequences

Disciplinary outcomes may include verbal or written warnings, mandatory additional training or supervision, suspension from classes or placements, expulsion without refund, or referral to An Garda Síochána or other statutory authorities where criminal conduct is suspected.

9. Assessment, Progression and Certification

9.1 Assessment Methods

Assessment is multi-modal and may include written assignments, case studies, practical demonstrations, oral presentations, examinations, reflective journals, portfolio development and observed practice sessions, as set out in the Course documentation (Falender & Shafranske, 2021).

9.2 Conditions of Certification

Certificates are issued only to Students who have met all academic requirements, fulfilled attendance and engagement obligations, and discharged all financial obligations in full. The College reserves the right to withhold certification where there are outstanding concerns about a Student's fitness to practise, professional conduct, or suitability for work in the mental-health field, regardless of academic performance (Carroll & Shaw, 2013; ICPA, 2024).

10. Intellectual Property

All Course materials — including handouts, presentations, recordings and online learning content — remain the intellectual property of the College or its individual instructors, in accordance with the Copyright and Related Rights Act 2000 (Government of Ireland, 2000). The Student may use such materials for personal study and professional development but may not reproduce, distribute, publish or commercialise them. The Student retains intellectual property in their own original work, subject to the College's non-exclusive licence to use anonymised excerpts for educational and quality-assurance purposes.

11. Data Protection

Personal data is processed in accordance with the General Data Protection Regulation (EU) 2016/679, the Data Protection Act 2018, and the College's Privacy Policy (European Parliament and Council, 2016; Government of Ireland, 2018a). The lawful bases relied upon include performance of this contract, compliance with legal obligation, the Student's consent and the College's legitimate interests in delivering accredited education. Data subject rights — including access, rectification, erasure, restriction, portability, objection and withdrawal of consent — may be exercised by writing to GDPR@icps.ie. The Student retains the right to lodge a complaint with the Data Protection Commission (Data Protection Commission, 2024).

12. Health, Safety and Insurance

The College is committed to providing a safe learning environment in accordance with the Safety, Health and Welfare at Work Act 2005 (Government of Ireland, 2005). Students undertaking practical placements are required to comply with the health-and-safety arrangements of the placement setting and are strongly advised to maintain professional indemnity insurance where they undertake any client work as part of their training.

13. Liability and Indemnity

13.1 Limitation of Liability

To the maximum extent permitted by Irish and European Union law, the College's aggregate liability to the Student arising out of or in connection with this Agreement, whether in contract, tort, breach of statutory duty or otherwise, shall not exceed the total Fees paid by the Student in respect of the relevant Course. The College shall not, in any event, be liable for indirect or consequential loss, loss of opportunity, loss of earnings, or loss of professional reputation, save where such liability cannot lawfully be excluded (Beale, 2020).

13.2 Statutory Carve-Out

Nothing in this Agreement excludes or limits liability for death or personal injury caused by the College's negligence; for fraud or fraudulent misrepresentation; or for any other liability that cannot lawfully be

excluded or restricted under Irish or European Union law.

13.3 Indemnity

The Student shall indemnify and keep indemnified the College against all losses, damages, costs and expenses arising from any breach by the Student of this Agreement, including any breach of confidentiality, intellectual property, data-protection or conduct obligations.

14. Complaints, Disputes and Appeals

The College's formal Complaints Policy & Procedure provides a two-stage process for the resolution of any complaint, beginning with informal resolution and progressing to written submission to the Management Committee. Nothing in this Agreement displaces the Student's right to complain to a competent regulator or accrediting body, nor the Student's ultimate right to bring proceedings before the Irish courts.

15. Force Majeure

Neither Party shall be liable for any failure or delay in performance of this Agreement caused by an event beyond that Party's reasonable control, including but not limited to acts of God, fire, flood, pandemic, public-health emergency, governmental action, civil disturbance, cyber-attack or failure of essential infrastructure. Where a force-majeure event prevents the College from delivering a Course in whole or in part, the College will use reasonable endeavours to reschedule, redeliver or substitute the affected provision; the Student's rights and the College's obligations under this Clause are without prejudice to the non-refund position set out in Clause 4 and to any non-excludable statutory rights.

16. Notices

Any notice required to be given under this Agreement shall be in writing and delivered by email to education@icps.ie (in the case of notices to the College) or to the email address provided by the Student on the Enrolment Form (in the case of notices to the Student), or by post to the College's registered correspondence address. Notices shall be deemed received on the next working day following dispatch.

17. Governing Law and Jurisdiction

17.1 Governing Law

This Agreement is governed by the laws of the Republic of Ireland and, where applicable, by the directly effective laws of the European Union. The Parties expressly select Irish law as the substantive law governing the formation, validity, interpretation, performance and enforcement of this Agreement (Friel, 2000; Beale, 2020).

17.2 Jurisdiction

The Parties submit to the exclusive jurisdiction of the courts of the Republic of Ireland in respect of any dispute arising out of or in connection with this Agreement. Where the Student is domiciled in another European Union Member State, the jurisdictional rules of Regulation (EU) No 1215/2012 (the Brussels I Recast Regulation) shall apply to the extent that they confer additional rights on the Student that cannot lawfully be displaced by this Clause (European Parliament and Council, 2012).

17.3 Application of EU Consumer Protection

Where the Student is acting as a consumer within the meaning of Irish and European Union consumer-protection law, the Student retains the benefit of all mandatory consumer-protection provisions applicable in their place of habitual residence within the European Union, in accordance with Regulation (EC) No 593/2008 (the Rome I Regulation) (European Parliament and Council, 2008).

18. Severability and Entire Agreement

18.1 Severability

If any provision of this Agreement is held by a competent court or regulatory authority to be invalid, illegal or unenforceable in any respect, that provision shall be severed from the Agreement to the minimum extent necessary, and the remaining provisions shall continue in full force and effect.

18.2 Entire Agreement

This Agreement, together with the Governing Documents, constitutes the entire agreement between the Parties in respect of the subject matter hereof and supersedes all prior negotiations, representations, understandings and arrangements, whether written or oral. The Student acknowledges that they have not relied on any representation, statement or undertaking that is not expressly recorded in this Agreement (Clark, 2018).

18.3 Amendment

The College may amend this Agreement from time to time by publishing a revised version on its website. Where the amendment is material, the College will use reasonable efforts to draw the change to the Student's attention by email. Continued participation in the Course following notification constitutes acceptance of the revised Agreement.

18.4 Waiver

No failure or delay by the College in exercising any right or remedy under this Agreement shall operate as a waiver of that right or remedy, nor shall any partial exercise preclude further exercise.

19. Student Acknowledgement and Declaration

By enrolling on a Course offered by ICPS College, the Student expressly acknowledges and declares that they have read, understood and accepted every clause of this Enrolment Agreement; that the Agreement is legally binding upon them; that the Agreement is governed by the laws of the Republic of Ireland and applicable European Union law; that all Fees paid are non-refundable to the maximum extent permitted by law; and that the Student's non-excludable statutory rights are preserved.

19.1 Specific Acknowledgements

Without limiting the generality of the foregoing, the Student specifically acknowledges that:

- ◆ The Student has had the opportunity to read this Agreement in full and to seek independent advice before enrolling
- ◆ The Student has been provided with the pre-contractual information required by the European Union (Consumer Information, Cancellation and Other Rights) Regulations 2013
- ◆ The Student understands that all Fees are non-refundable to the maximum extent permitted by law, subject to the statutory carve-out at Clause 4.5
- ◆ The Student understands that this Agreement is governed by Irish law and that the Irish courts have exclusive jurisdiction, subject to the Student's mandatory consumer-protection rights under EU law
- ◆ The Student understands that this Agreement is legally binding from the moment of any of the acts of acceptance enumerated at Clause 2.2
- ◆ The Student understands that nothing in this Agreement removes their non-excludable statutory rights under Irish or European Union law

19.2 Capacity to Contract

The Student warrants that they are at least eighteen years of age, or, if a minor, that this Agreement has been co-signed by a parent or legal guardian who accepts joint and several liability; that they have full legal capacity to enter into this Agreement; and that they are not subject to any legal incapacity, court order or other restriction that would impair their ability to perform their obligations under this Agreement (Government of Ireland, 1997).

19.3 Honesty Warranty

The Student warrants that all information provided to the College on the Enrolment Form, in supporting documents, and in any subsequent correspondence is true, accurate, complete and not misleading, and that the provision of false, incomplete or misleading information may constitute a material breach of this Agreement entitling the College to suspend or expel the Student without refund.

20. Execution and Authorisation

20.1 Execution by the Student

The Student executes this Agreement by performing any of the acts of acceptance enumerated at Clause 2.2. Where a manuscript or electronic signature is provided, that signature constitutes additional written confirmation of acceptance, but is not a precondition to the formation of a binding contract.

Student Full Name	_____
Course Enrolled	_____
Date of Enrolment	_____
Student Signature	_____

20.2 Execution and Authorisation by the College

This Agreement is executed and issued by the College under the authority of the Head of the College, who has reviewed and approved each provision herein and warrants that the document is consistent with the College's governance framework, accreditation obligations and applicable Irish and European Union law.

AUTHORISED AND EXECUTED ON BEHALF OF THE COLLEGE

Signed for and on behalf of

The Institute for Counselling & Psychotherapy Studies

ICPS College, Dublin, Ireland

Head of the College

Authorised Signatory

Date: _____

END OF AGREEMENT

References

- Beale, H. G. (2020). *Chitty on contracts* (33rd ed.). Sweet & Maxwell.
- Bond, T. (2015). *Standards and ethics for counselling in action* (4th ed.). Sage.
- British Association for Counselling and Psychotherapy. (2018). *Ethical framework for the counselling professions*. BACP.
- Carroll, M., & Shaw, E. (2013). *Ethical maturity in the helping professions*. Jessica Kingsley.
- Clark, R. (2018). *Contract law in Ireland* (8th ed.). Round Hall.
- Competition and Consumer Protection Commission. (2023). *Consumer rights: A guide to the Consumer Rights Act 2022*. CCPC.
- Cousins, M. (2018). *The constitution and the European Convention on Human Rights in Ireland*. Round Hall.
- CPD Standards Office. (2024). *Provider directory: Institute for Counselling & Psychotherapy Studies (PDCD1110)*. <https://directory.cpdstandards.com>
- Data Protection Commission. (2024). *A guide to your rights — Plain English guide to data protection*. DPC. <https://www.dataprotection.ie>
- European Parliament and Council. (2008). Regulation (EC) No 593/2008 on the law applicable to contractual obligations (Rome I). *Official Journal of the European Union*, L177, 6–16.
- European Parliament and Council. (2011). Directive 2011/83/EU on consumer rights. *Official Journal of the European Union*, L304, 64–88.
- European Parliament and Council. (2012). Regulation (EU) No 1215/2012 on jurisdiction and the recognition and enforcement of judgments (Brussels I Recast). *Official Journal of the European Union*, L351, 1–32.
- European Parliament and Council. (2016). Regulation (EU) 2016/679 (General Data Protection Regulation). *Official Journal of the European Union*, L119, 1–88.
- European Parliament and Council. (2019). Directive (EU) 2019/2161 on better enforcement and modernisation of Union consumer protection rules. *Official Journal of the European Union*, L328, 7–28.
- Falender, C. A., & Shafranske, E. P. (2021). *Clinical supervision: A competency-based approach* (2nd ed.). American Psychological Association.
- Friel, R. (2000). *The law of contract* (2nd ed.). Round Hall.
- Government of Ireland. (1977). *Unfair Dismissals Act 1977*. The Stationery Office.
- Government of Ireland. (1980). *Sale of Goods and Supply of Services Act 1980*. The Stationery Office.
- Government of Ireland. (1995). *Consumer Credit Act 1995*. The Stationery Office.
- Government of Ireland. (1997). *Non-Fatal Offences Against the Person Act 1997*. The Stationery Office.
- Government of Ireland. (2000). *Copyright and Related Rights Act 2000*. The Stationery Office.
- Government of Ireland. (2005). *Safety, Health and Welfare at Work Act 2005*. The Stationery Office.
- Government of Ireland. (2007). *Consumer Protection Act 2007*. The Stationery Office.
- Government of Ireland. (2010). *Value-Added Tax Consolidation Act 2010*. The Stationery Office.
- Government of Ireland. (2012). *European Communities (Late Payment in Commercial Transactions) Regulations 2012 (S.I. No. 580/2012)*. The Stationery Office.
- Government of Ireland. (2013). *European Union (Consumer Information, Cancellation and Other Rights) Regulations 2013 (S.I. No. 484/2013)*. The Stationery Office.
- Government of Ireland. (2015). *Children First Act 2015*. The Stationery Office.
- Government of Ireland. (2018a). *Data Protection Act 2018*. The Stationery Office.
- Government of Ireland. (2018b). *Equal Status Acts 2000–2018*. The Stationery Office.
- Government of Ireland. (2022). *Consumer Rights Act 2022*. The Stationery Office.

Health Service Executive. (2019). *Standards and recommended practices for healthcare records management* (Version 3.0). HSE.

Higher Education Authority. (2023). *Statement of strategy 2023–2027*. HEA.

Irish Counselling and Psychotherapy Association. (2024). *Code of ethics and practice and accreditation standards*. ICPSA.

Knowles, M. S., Holton, E. F., & Swanson, R. A. (2015). *The adult learner* (8th ed.). Routledge.

Means, B., Bakia, M., & Murphy, R. (2014). *Learning online: What research tells us about whether, when and how*. Routledge.

Office of the Director of Consumer Affairs. (2018). *Consumer protection in Ireland: Statutory framework and enforcement*. ODCA.

Professional Development Consortium. (2024). *Provider of Training Excellence accreditation criteria*. PDC.

Psychological Society of Ireland. (2019). *Code of professional ethics*. PSI.

Treoir. (2023). *The legal capacity of minors in Ireland: A practitioner's guide*. Treoir.

United Nations. (1948). *Universal Declaration of Human Rights*. United Nations General Assembly.