

European Association for Transactional Analysis

**Confirmation letter for CTA TS examination
Certified Transactional Analyst Trainer and Supervisor of Practitioners**

To:

Date:

Subject: Completion of Training File for CTA TS

Notice of your intent to take the certifying examination on (date) _____ has been received and accepted.

As a candidate, you are required to bring the following to the examination:

- PCTA TS annual summary reports.
- Certificate of attendance to a WEW
- Principal Supervisor's annual summary reports.
- Curriculum vitae
- Resume of experience and education,
- Letter of endorsement from your primary supervisor.
- Letters of endorsement from two additional Teaching and/or Supervising Transactional Analysts.
- Copy of principal supervisor's certification for CTA TS examination form duly completed.
- Copy of bank draft payment for the current CTA TS examination fees

Withdrawal: If the candidate withdraws from the examination after registration, by notifying the CTA TS Exam Coordinator **no** less than six months date to date before the examination date, the fee may be later transferred to a different examination or reimbursed. If the candidate cancels less than six months before the date of the exam, he/she may not reclaim the fee.

Language: If the candidate does not intend to be examined in English, he will need to provide English translation of all materials and bring a competent translator to the examination.

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CTA TS exam coordinator