

EATA European Association for Transactional Analysis**7.3 Application form for the CTA Oral Examination and Principal Supervisor's Endorsement**

Complete and return this form to your Language Group Co-ordinator. Your Language Group Co-ordinator has to receive this form at least 2 months date to date prior to the date of your oral examination. *NB: Keep a copy for your personal file*

Please print clearly:

Name: _____

Address: _____

Telephone _____

e-mail address: _____

I have met all requirements stated by CoC for oral examination and I declare my intention to take a CTA oral examination at:

Place: _____ Date: _____

Field of application (*tick*): Counselling ___ / Educational ___ / Organisational ___ / Psychotherapy ___

Name of your Principal Supervisor: _____

Telephone: _____ email address: _____

My training contract has been endorsed by ITAA/EATA on (date): _____

If you were granted exceptions, changes in the contract or Principal Supervisor, or other, please provide all the details, including the dates agreed by EATA, on a separate sheet.

My written examination was approved on (date): _____

(Do not delay in sending this form if you have not received your written examination evaluation.

The language coordinator will complete this date for you if necessary)

I refuse the following people on my oral examination board: *(see 'Guidelines on Refusing Examiners', enclosed with this form)*

I can take my oral examination in the following languages: _____

My native language is: _____

The language on my recordings is: _____

I have a passive knowledge of the following languages:

I know I will have to bring a translation of my recorded transcripts and examination documents into English or the working language of the exam venue.

The Written Examination itself does not need to be translated, but the Assessments do.

I will bring a translator: Yes ___ No ___

(If Yes, Name of Translator): _____ *The limit is three candidates sharing the same translator and if this is planned they must inform the local exam supervisor of their intention well in advance of the examination date. Please see the note in the Candidate Instructions list regarding arrangements for translation: it is the candidate's responsibility.*

Please print your name and title here as you wish it to appear on your certificate

I will include in the file I will submit at the oral examination itself:

- A list of all training and supervision (TA and non-TA) I have received in my field of application (hours, dates, trainers/supervisors, subject).
- A professional resume with a detailed list of the hours and format (group, individual, co-leading, etc.) of my professional TA practice in my field of application.
- A copy of my endorsed EATA training contract, including the documentation regarding exceptions and expansions and their associated training plans.
- A letter of endorsement with the personal and detailed evaluation of my principal supervisor.

Signature of the Candidate: _____ **Date:** _____

Principal Supervisors Endorsement as

Principal Supervisor (*tick one*):

___ I provided training and supervision for the duration of the contract endorsed by EATA on:

___ I assumed responsibility on (date): _____ after a transfer from a prior Principal Supervisor (*name*): _____. This transfer was notified to ITAA/EATA and endorsed on (date): _____

This candidate has completed:

___ Total hours of advanced TA training

___ Total hours TA supervision

___ Hours of supervision provided by me.

___ Total hours in practical TA experience (provided by candidate)

As a result of my personal observation and evaluation I believe this candidate to be competent as a practitioner of transactional analysis in the chosen field. I would not hesitate to recommend others to the candidate, since I believe her/him to be an ethical and responsible professional.

Signature: _____ **Date:** _____