

Contractual Arrangements with Students

ACP postgraduate students will be provided with a student contract which outlines their obligations, including the requirement to abide by the ACP Code of Conduct, provide the College with current contact and professional information, pay their student fees and to participate fully in the learning offered through the ACP online subjects.

Applicants apply to develop in-depth expertise and knowledge in phlebology and to gain recognized accreditation in the field. ACP provides two separate avenues of study:

1. Postgraduate Program, which involves accredited postgraduate study in phlebology
2. Clinical Training Program (involving work-place attachments advertised at the time of application).

The Postgraduate Program leads to qualifications at Graduate Certificate, Graduate Diploma or Master of Phlebology level. The accredited postgraduate courses in phlebology are offered to ensure a rigorous and thorough theoretical curriculum in phlebology is available in Australia and globally.

The ACP Board of Education is responsible for maintaining the currency and quality of the curriculum and its delivery.

The ACP Board of Censors is responsible for ensuring student assessments are undertaken fairly and efficiently and are aligned to the learning outcomes.

ACP also offers a **Clinical Training Program** which is available to students who are residents of Australia or New Zealand. This program augments the theoretical studies, providing students with a learning environment in which they can practice applied clinical skills and procedures. The Clinical Training Program leads to Fellowship of ACP. All applicants for the ACP Clinical Training Program must also enroll in the Postgraduate Program.

Applicants submit an application form to the College, which is reviewed by members of the Board of Education. There is an interview process for entry to the Clinical Training Program.

Once reviewed, short listed and selected, applicants are sent a letter of acceptance and are required to sign the Declaration and code of conduct to formally accept the position in a course for either the Postgraduate Program or the Clinical Training Program.

If there are changes to the student's method of learning, then a Change in Training form is to be submitted for approval by the Board of Education.

A Student Register is kept with up-to-date information on the enrolment of the student.

Students are obligated to understand their responsibilities as outlined in the relevant Training Handbook.

See attached documents:

Training Handbook
Training application
Code of Conduct
Training Declaration
Change in Training Form