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| **Application Form** | | | |
| You can find an example of a completed form (in Danish) on the website of the Danish Supervisory Board of Psychological Practice (Psykolognævnet) | | | |
| **1. Name: ………………………………………….…………..….**  **…………………………………………………………………….** | | | **2. CPR no.: ……..…………………**  If the applicant does not have a Danish CPR no., their date of birth should be entered here (dd-mm-yy). |
| **3. Address: ………………..……………………………………………………………………………......**  **…………….……..…………………………………………………………………...……….... 4. E-mail address: ………………………...……… 5. Tel. no.: …..........................................................** | | | |
| **6. Citizenship: ..….…….…….……………..** | | **7. Education: ………………………………..…** | |
| **8. Educational institution:**  **………………………………** | | **9. Year of graduation:**  **…………………..……….…** | |
| **Note:** Remember to attach a copy of your degree. Graduates from Aalborg University must also include the first page of their transcript of records, which states the date of completion of their master’s degree. | | | |
| **10. Current place of employment:**  **……………………………………………………………………………**  **……………………………………………………………………………** | | | |
| **11. Date fee was paid (DKK 1650): ………………………………………………………** | | | |
| **12. Are you applying for authorisation on the basis of authorisation/approval obtained in another country?** If Yes, please include the relevant documentation. | | | **No  Yes ** |
| **13. Are you applying for authorisation on the basis of a foreign degree No  Yes **  **which has been recognised by the Danish Supervisory Board of Psychological Practice?**  If Yes, please include a copy of the Danish Supervisory Board of Psychological Practice’s decision on recognition. | | | |
| **14. Are there any circumstances that the Danish Supervisory Board of Psychological Practice should be aware of (cf. the Danish Consolidation Act on Psychologists, etc., Section 2(4), other side of the application form)?** | | | **No  Yes ** |
| If Yes, please include a comment on those circumstances with this application | | | |
| **The attached documentation for the practical training programme must be included in the list of annexes. See the checklist to ensure you have submitted all the relevant documentation.** | | | |
| **Date:** | **Signature:** | |  |

## Section 2 of the Danish Act on Psychologists, etc.

**cf. Consolidated Act no. 52 of 24 January 2018**

**Section 2.** The right to be granted authorisation as a psychologist applies to any person who in Denmark

1. has obtained a master’s degree in psychology, a master’s degree in educational psychology or any similar degree and
2. has completed a supplementary practical training programme of two years as specified by the Danish Supervisory Board of Psychological Practice; cf. section 17 hereof.

*ss. 2.* The right to be granted authorisation as a psychologist also applies to anyone who in a foreign country has

completed an educational programme that can be equivocated to the educational programmes mentioned in Section 1.

*ss. 3.* Authorisation pursuant to sections 1 and 2 is granted by the Danish Supervisory Board of Psychological Practice.

*ss. 4.* Authorisation cannot be granted to any person who meets the criteria for revocation of authorisation, cf. Section 3(1). Authorisation can also be denied pursuant to the conditions listed under the Danish Criminal Code

Section 78(2).

*ss. 5.* Processing of an application for authorisation as a psychologist shall be subject to a fee determined by the Minister for Children and Social Affairs.

## Section 1 of the Danish Act on the payment of a fee for processing of applications for obtaining authorisation as a psychologist,

**cf. Consolidation Act no. 565 of 19 May 2017**

**Section 1.** A fee of DKK 1650 shall be paid for the processing of an application for obtaining authorisation as a psychologist.

*ss. 2.* The fee shall be paid to the Danish Supervisory Board of Psychological Practice’s secretariat upon submitting the application for authorisation as a psychologist.

*ss. 3.* This Act shall enter into force on 1 July 2017 and take effect for applications for authorisation as a psychologist submitted after this date.

## Section 78 of the Danish Criminal Code,

**cf. Consolidation Act no. 977 of 9 August 2017**

**Section 78.** A punishable offence shall not involve the suspension of civil rights, including the right to carry on business under an ordinary license or a maritime license.

*ss. 2.* A person who has been convicted of a punishable offence may be debarred from a business requiring a special public authorisation or permission if the offence committed carries with it an obvious risk of abuse of the position or the occupation concerned.

*ss. 3.* The question whether the offence committed implies an objection to carrying on a business of the nature referred to in Subsection (2) above shall,

at the request of the person whose application for such authorisation or approval has been refused or of any competent authority, be brought before the court by the Prosecuting Authority. [Section 59(2)](http://social-arbejdsmarked.lovportaler.dk/ShowDoc.aspx?activesolution=http%3a%2f%2fwww.lovportaler.dk&amp;q=straffeloven&amp;docId=lov19300126-full&amp;p59) of this Act shall similarly apply here. The question shall be decided by Court Order. If, according to the decision, the person concerned shall not be allowed to carry on his business, the question may be brought before the court again, but at the earliest after at least two years. Authorisation or permission may also be given by the competent authority before the expiration of this time limit.

**Are you sure you have remembered everything?**

Before submitting your application, please make sure you have done all of the following:

* **Paid the DKK 1650 application fee, including the CPR no. of the applicant in the message field** (You can find info on paying the application fee on the website of the Danish Supervisory Board of Psychological Practice).
* **Completed and signed the application form**
  + **Included any required supplemental documentation**
    - **Included documentation for authorisation/approval obtained in another country (section 11).**
    - **Included the Danish Supervisory Board of Psychological Practice’s decision on recognition (section 12)**
    - **Included a comment on circumstances that may be of significance to the granting of authorisation (section 13).**
* **Documented your occupational record as a psychologist on the relevant form**
  + **Documented your work history as a self-employed/private practicing psychologist on the “Occupation - Self-employed” form**
    - **Completed and signed the application form**
    - **Indicated the work period with the day, month and year after the date you obtained your master’s degree**
    - **Made sure that if the working period has ended, the signature is dated *after* the indicated date of the end of the working period**
    - **Ensured that the number of contact hours broken down by main areas of practice and broken down by target groups are equal**
    - **Included a statement from a licenced auditor**
  + **Documented your work history as an employee on the “Occupation - Employee” form (one for each eployment)**
    - **Had your employer complete and sign the form**
    - **Indicated the work period with the day, month and year after the date you obtained your master’s degree**
    - **Made sure that if the working period has ended, the signature is dated *after* the indicated date of the end of the working period**
    - **Ensured that the number of contact hours broken down by main areas of practice and target groups are equal**
    - **Included the job description**
* **Documented supervision on the relevant form**
  + **Had you and your supervisor complete and sign the form**
    - **Made sure that the dates of your supervision period have been entered (dd/mm/yyyy) and are *after* the date you obtained your master’s degree**
  + **Ensured that the supervision period lies within the stated work periods and that any periods of absence exceeding 8 consecutive weeks has not been included in the stated supervision period**
  + **Entered the group’s occupational composition (for group supervision)**
  + **Ensured that the applicant’s and supervisor’s signature is dated *after* the stated date of the end of the supervision period**
* **Documented any personal psychotherapy on the relevant form**

# Documentation for work record as a psychologist

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| Workplace location | Work period (from/to) | Number of years and months | Working hours per week |
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**Documentation for supervision**

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| Supervisor | Supervision period (from/to)  month and year | Internal/External | Number of hours:  (not converted) | Number of supervisees |
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### List of annexes

**Documentation for personal psychotherapy**

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| --- | --- | --- | --- |
| Therapist | Period of personal psychotherapy from/to month and year | Number of hours:  (not converted) | Number of participants |
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