



10030NAT

Diploma of Positive Psychology and Wellbeing



The Langley Group Institute



RTO No: 40655

INFORMATION

Welcome

Diploma of Positive Psychology & Wellbeing

Thank you for enquiring about our exciting 10030NAT Diploma of Positive Psychology and Wellbeing.

As the first Government accredited qualification that equips you with the knowledge, skill and competence to apply positive psychology to increase individual, collective and business wellbeing, we are truly delighted to offer this course to you.

As positive psychology and the science of optimal human flourishing has entered the mainstream, wellbeing is increasingly recognised as a personal, business and social imperative. In response to extensive research and analysis of emerging needs in workplaces, communities, schools and health-care environments, this course has been designed to fill the gap in accredited training. With only short or post-graduate courses specialising in this thriving and in-demand field on offer, the new 10030NAT Diploma of Positive Psychology and Wellbeing offers a break-through opportunity to become accredited in applied positive psychology.

This course has further been purposefully designed to provide you with:

- **Flexible learning options:** The course can be completed in as few as four months or as long as 12 months, according to your preferred pace and schedule.
- **Balance:** A combination of face-to-face workshops, facilitated small group coaching by teleconference, self-paced learning and work-based assessment allows you to fit your study into your lifestyle and work commitments. Workshops are run in business hours and not on weekends!
- **Opportunity for specialisation:** After gaining core competencies, you can select specialised streams enabling you to apply techniques in your areas of interest and professional expertise.
- **Expert facilitation and support:** A peer cohort offer support and diversity to accelerate your learning; qualified coaches guide small group sessions; and master trainers and positive psychology experts convert research and theory into everyday applications.
- **Applied practice:** Study, plan and implement positive psychology interventions based on best-practice knowledge and empirical research, while experiencing benefits in your life and others'.

Attached is an information pack including a course flyer, frequently asked questions and an enrolment form with payment options. We will be in touch shortly to answer any questions you may have.

We look forward to inspiring you to help others live more flourishing lives!

Kind regards



Sue Langley
Director



Yulia Zlatkin
Director

Australia's first Government Accredited Diploma of Positive Psychology & Wellbeing

Why study positive psychology?

Positive Psychology is the scientific study of optimum human functioning. It is a thriving and exciting field thanks to an explosion of interest and scientific research over the past 20 years. Caring for people's wellbeing is increasingly recognised as a personal, business and social imperative.

- Organisations are realising the value of positive psychology to exceptional workplace performance.
- Educators are successfully applying strategies to increase creativity, critical thinking skills and positivity in students, and reduce ADHD and bullying.
- Governments are measuring and promoting wellbeing as part of economic policy.
- Individuals and families are learning how to cultivate flourishing

Unique programme

Designed for busy professionals, the Diploma of Positive Psychology and Wellbeing delivers university-level content in practical and applied contexts. With few opportunities in Australia to receive credible and comprehensive training below post-graduate level, we have designed the first government accredited nationally recognised Diploma.

Key benefits of this unique and practical programme

- Designed and facilitated by one of Australia's leading training organisations specialising in positive psychology
- Candidates gain an Australian nationally recognised qualification in positive psychology, the first of its kind in Australia
- Candidates learn key theories, empirical research and applications across positive psychology and apply these in their area of interest or professional expertise
- Because of the practical content and robust assessment, organisations can be confident of graduate competence
- Graduates learn by applying skills and knowledge in their own lives and those of others, experiencing positive benefits and outcomes first hand

Who should participate?

Coaches, organisational consultants, trainers

Psychologists, counsellors, Positive Psychology practitioners

Human Resources Managers, Learning and Development Managers, Training Managers, change agents

Leaders, supervisors, management, business owners and others who wants to bring out the best in their people or staff

Wellbeing consultants, Health and Safety Officers, Return to Work specialists, Employee Assistance workers

Teachers, Principals, School Counselors, parents

Policy makers, community workers

Recent graduates of undergraduate or short courses who wish to increase their skills and use the qualification as a stepping stone for employment or change in employment

Anyone who wants to apply positive psychology in their personal and professional life for wellbeing and flourishing

Expert facilitators

Specialist facilitators, coaches and learning professionals at Emotional Intelligence Worldwide will guide your learning. Our team live and breathe positive psychology, converting science into everyday language and simple, practical tools anyone can use. The course is led by Sue Langley, a leading advisor on the practical application of positive psychology. Sue is a speaker, author, researcher and educator in positive psychology and board member of Wellbeing Australia.

Course outline

10030NAT Diploma of Positive Psychology and Wellbeing

To be awarded the Diploma of Positive Psychology and Wellbeing participants must successfully complete eight units of competency made up of six core units and two electives.

Core modules

- Introduction to positive psychology - creating wellbeing in yourself and others, identifying opportunities and evaluating tools
- Positive emotion - building positive culture with positive emotions and emotional intelligence
- Positive engagement - increasing engagement through flow activities and a strengths-based approach to wellbeing
- Positive meaning - developing meaning and purpose, encouraging values-based mindset and behaviour
- Positive relationships - enhancing communication, strengthening connections and supporting flourishing
- Positive goals - setting goals and motivating others to enhance life satisfaction, accomplishment and resilience

Elective modules

- Positive coaching - applying positive psychology to increase coaching effectiveness, facilitate positive mindset and action
- Positive leadership - creating positive cultures and generating exceptional performance as a leader
- Positive parenting - developing and teaching a positive parenting style, building a growth mindset and resilience in children
- Positive communities - building social capital, engaging communities and informing government policy
- Positive education - implementing positive psychology in educational settings, promoting social and emotional literacy
- Positive human resource management - applying positive organisational scholarship to attract, recruit, retain and develop employees

Experiential delivery

- Can be completed by an individual in four to 12 months or scheduled to suit an organisation
- Six days face-to-face learning plus facilitated small group coaching (teleconference and webinar) and peer cohort
- Personal strengths assessment, report, one-on-one debrief and coaching session
- Psychological and wellbeing assessments

Assessment

A robust assessment process will determine your competency. Assessment tasks will include active participation and skill demonstration, a journal of personal and professional learning journey, project plans, and reports of key readings and learnings.

Entry level requirements

There are no formal entry requirements. Participants need to have basic literacy and numeracy skills to be able to understand and interpret course material.

Course fees

The cost of the programme is \$6,900. Your investment includes training materials and resources. This course is fully tax deductible. As an government accredited course no GST is applicable.



Frequently asked questions

General information

Where is the course held?

There will be a total of six face-to-face days for the six core modules that will be held in accessible locations around Australia. The first courses will be in Sydney and Melbourne. Courses will be held in other cities according to demand. The electives are all completed online via webinar and teleconference.

How long is the course?

The course can be completed in as few as four months or as long as 12 months, according to preferred pace and schedule. The core modules can be completed in three months, then you will have two electives and assessments to complete. Generally we are suggesting six months is an ideal expectation.

Can I split the course up and complete part now and part later?

Yes. The core modules need to be completed as per your enrolment. If you then choose to defer the electives they can be undertaken at a later date. All modules should be completed within 12 months.

Can I complete the Electives before starting the core Modules?

No. All core modules must be completed prior to commencing electives.

Can I do some of the learning online?

The core modules are face-to-face, the electives are online via webinar and teleconference. All readings and materials will be available online and a student login will be provided upon enrolment.

Do I need to complete any pre-work prior to starting?

Yes. There will be key readings and various assessments and inventories to complete prior to the first face-to-face session. Details will be provided on enrolment.

Accreditation recognition

Is the course accredited with a national body?

Yes. The Diploma of Positive Psychology and Wellbeing is a government certified course with recognised qualifications according to the National Regulator, the Australian Skills Quality Authority (ASQA) (pending approval).

What pathways are available to further study?

As a graduate of a nationally recognised training programme, you may seek credits to other relevant vocational training programmes through the national recognition process.

Does the course count towards continuing professional development (CPD) with the Psychology Board of Australia?

If you are a Registered Psychologist or member of a psychological body such as the Australian Psychological Society (APS), you may be eligible for including some or all of your training in your professional development portfolio or logbook.

Since January 2012, the Psychology Board of Australia has adopted a CPD model that emphasises individual responsibility for practitioners to assess and select appropriate professional development activities in accordance with their identified needs. In so doing, they are guided by the Board's registration standards, codes and guidelines. CPD activities should be relevant to the psychologist's area of professional practice. Practitioners are required to keep a log of CPD activities along with a written course outline of the content and relevance of each activity. For further information see the "Fact Sheet – Continuing Professional Development – January 2012" and "Guidelines on Continuing Professional Development" available at www.psychologyboard.gov.au.

What will the qualification allow me to do professionally?

The focus of the Diploma of Positive Psychology and Wellbeing is the application of positive psychology in a workplace context. The course is designed to equip you with the knowledge, skills and competence to apply positive psychology principles in a range of environments to increase individual and collective wellbeing. You will learn to measure and build individual, workplace and educational flourishing and plan, implement and assess positive psychology interventions and strategies.

This qualification may add weight to job applications in various areas, based on your existing professional expertise. Your career prospects will be particularly enhanced in environments where capacity to build resilience, engagement and performance is required.

Course content

Can you give me an idea of what the course will look like?

The Diploma of Positive Psychology and Wellbeing consists of six core modules and a choice of two elective modules. A peer cohort will support and accelerate learning.

There are six core modules that will be run over six full days. Each day will run from 8.30am to 5.30pm.

Between face-to-face sessions there will be some peer learning and one-on-one conversations. Each module has clear assessments that include reading, written assignment, learning journals and activities.

Can you explain a little more about the electives?

The course requirement is to complete two electives, which you can choose based on your interests or expertise.

The electives are completed online via webinar and teleconference and again require pre-work and assessments. They incorporate facilitated small group coaching by trained coaches.

What are the selection criteria for the Diploma?

There are no formal entry requirements for the course. Participants need to have basic literacy and numeracy skills to be able to understand and interpret the content of the course material.

Can you tell me a little more about the assessment?

All assessments will be based on competency-based training and assessment principles and will result in a 'Competent' or 'Not yet competent' outcome. Your competency will be determined by observation of simulated and practical activities, structured questioning, class discussion, presentation and written work.

This will include:

- Training and peer group attendance and active participation
- Completion of inventories and personal assessments
- Essay on research and theories
- Learning journal
- Written assignments
- Demonstrations of skills
- Presentations of interventions and plans

How long do the assessments take?

Each assessment will be different, so each may take different lengths of time. It is really up to you as an adult learner to manage your time in line with your other commitments and complete as you can. You have up to 12 months to submit all assessments.

Some assessments will be completed in class time.

What happens after the course?

You will be provided with a primary contact as a coach and support person if you need assistance completing your assessments.

Once complete you will be advised and provided with a certificate and statement of attainment indicating you have been awarded the Diploma of Positive Psychology and Wellbeing.

Fee information

What is the cost of the course?

The course cost is \$6,900.00 and is GST exempt.

Is there government assistance or FEE HELP?

As the course is privately run, no fee assistance is available.

How can I pay my course fees?

There are three options for payment:

1. Direct deposit
2. Credit Card (incurs a 2.5% surcharge)
3. Cheque (by prior arrangement)

Refund policy

What is your refund policy?

Langley Group Institute provides a fair and reasonable refund policy to all its students.

- For fees paid in advance of training, the Institute will provide a full refund, less a \$200.00 administrative fee, where the student advises the RTO in writing of their withdrawal from the course at least five working days before training commences.
- Where a student withdraws from the course within one week of the commencement of training and provides a reason in writing, the RTO will provide a refund of 50% of the tuition fees paid, less the deposit.
- Students who withdraw from the course after the first week of training will not be eligible for a refund, unless on compassionate grounds.
- Where valid compassionate grounds are established for a student withdrawing from a course, they will be eligible for a pro rata refund of tuition fees paid.
- Where a student cannot attend the sessions originally arranged, but still wants to do the training, alternative dates may be arranged, to accommodate their requirements, rather than providing a refund
- All applications for refunds must be lodged in writing to the Administration Officer.



Recognition of prior learning

What should I do if I believe I may be entitled to RPL?

Students who believe they already have some of the competencies in the course through formal studies, work experience or life experience, may apply for Recognition of Prior Learning (RPL).

Application may only be made after enrolment and payment of fees, and must be made using the Recognition of Prior Learning Application Form that will be provided upon request.

All applicants for RPL are encouraged to discuss this with their trainer prior to commencing the formal application process.

What are the steps involved for an evidence based RPL assessment?

1. Following the receipt of your Personal Learning Plan the RTO will provide you with the resources you will need to collect evidence of your current skills and experience.
2. You collect evidence and return to the RTO.
3. The assessor evaluates the evidence and notifies you if there are any further pieces of evidence that are required.
4. The assessor negotiates an interview time with you, during which your evidence will be discussed as it relates specifically to the Competency Standards for which you are seeking RPL.
5. At this point an assessor may also recommend that you complete one or more units of competence in order to satisfy requirements.
6. The assessor conducts the assessment of all the evidence, and advises you of the RPL Decision Summary for Candidates.
7. The assessor deems you competent.
8. The RTO issues the appropriate statement of attainment or qualification.
9. The length of time for this process will depend almost entirely on how much evidence you have and the time taken to collect all of the relevant evidence.

Contact details

Who do I contact for enrolments, course inquiries and administration queries?

The Langley Group Institute

Address: 1 Gunshot Alley, Suakin Drive, Mosman NSW 2088

Telephone: 02 9969 0337

Email: enrolments@langleygroup.com.au

Website: langleygroup.com.au

Enrolment form

Students must complete and sign all parts of this application prior to commencement of the course
Name of qualification you are applying for: 10030NAT Diploma of Positive Psychology and Wellbeing



Courses: I am attending: (please ✓)

Core modules are delivered over a series of six full-day training sessions. Participants select two electives which are delivered over three 90 minute webinar sessions, run monthly. Webinar times will be confirmed closer to the dates.

Course	Course No.	Location	Duration	Dates
Diploma	DPP1	Sydney	Three 2-day workshops	Module 1 & 2: 20th & 21st May 2013 Module 3 & 4: 8th & 9th July 2013 Module 5 & 6: 29th & 30th July 2013
	DPP2	Melbourne	Two 3-day workshops	Module 1, 2 & 3: 30th, 31st May & 1st June 2013 Module 4, 5 & 6: 4th, 5th & 6th June 2013
	DPP3	Brisbane	Three 2-day workshops	Module 1 & 2: 5th & 6th August 2013 Module 3 & 4: 2nd & 3rd September 2013 Module 5 & 6: 30th September & 1st October 2013
	DPP4	Melbourne	Three 2-day workshops	Module 1 & 2: 8th & 9th August 2013 Module 3 & 4: 5th & 6th September 2013 Module 5 & 6: 3rd & 4th October 2013
	DPP5	Sydney	(intensive 6-day workshop)	Modules 1 to 6: 9th to 14th September 2013
	DPP6	Perth	(intensive 6-day workshop)	Modules 1 to 6: 21st to 26th October 2013
Electives for	DPP1 & DPP2	Webinar	90 minute sessions	Session 1: Between 29th to 31st July 2013 Session 2: Between 14th to 16th August 2013 Session 3: Between 18th to 20th September 2013
	DPP3, DPP4 & DPP5	Webinar	90 minute sessions	Session 1: Between 28th to 30th October 2013 Session 2: Between 18th to 20th November 2013 Session 3: Between 9th to 11th December 2013
	DPP6	Webinar	90 minute sessions	Session 1: Between 16th to 18th December 2013 Session 2: Between 20th to 22nd January 2014 Session 3: Between 17th to 19th February 2014

Personal Details

Title:	Mr	Mrs	Ms	Dr	Other:
Name (Family):			Given Name:		
Date of Birth:	Gender:	Male	Female	Email:	
Telephone: Home:			Mobile:		
Residential Address:			Postal Address: (if different to Residential Address)		
Suburb:			Suburb:		
State/Territory:			State/Territory:		
Post Code:			Post Code:		

Next of kin/emergency contact details:

Name:	Phone Number:
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Employment Details

Of the following categories, which BEST describes your current employment status?

Full-time employee	Part-time employee	Self employed - not employing others
Employer	Employed - unpaid worker in a family business	Unemployed - seeking full-time work
	Unemployed - seeking part-time work	Not employed - not seeking employment

If Employed: Name of employer:	Position held:
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Address:

Phone Number:

Contact us:

Email: enrolments@langleygroup.com.au
Telephone: (02) 9969 0337
Address: 1 Gunshot Alley, Suakin Drive, Mosman NSW 2088

Education and Experience

What is your highest completed school level?

Year 12 (Or Equivalent)	Year 11 (Or Equivalent)	Year 10 (Or Equivalent)
Year 9 (Or Equivalent)	Year 8 (Or Lower)	Did not attend school

Are you still at school? Yes No Year left school:

Have you previously completed any of the following qualifications? Yes No

Advanced Diploma or Associate Degree	Bachelor Degree or Higher Degree	
Diploma (or Associate Diploma)	Certificate IV (or Advanced Certificate/Technician)	
Certificate III (or trade certificate)	Certificate II	Certificate I

Other Certificates: Please list

Have you previously enrolled in a similar course elsewhere? Yes No

Have you previously been employed in the area covered by the course applied for? Yes No

(If yes to either question, you may be eligible for a credit transfer or Recognition of Prior Learning, contact the Training Manager for information)

Disability

Do you consider yourself to have a permanent or significant disability, impairment or long term condition? Yes No

Vision	Hearing/Deaf	Physical	Medical Condition	Intellectual	Mental Illness
Learning	Acquired Brain Injury				

Other:

Language

Own assessment of English level

Elementary	Intermediate	Advanced
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Language spoken at home: Other languages spoken:

Reason for study – which category best describes your reason for attending?

Own assessment of English level

To get a job	To develop my existing business	To start my own business
To try for a different career	To get a better job or promotion	It was a requirement of my job
I wanted extra skills for my job	To get into another course of study	Personal interest/self-development

Other reasons:

Other information

Would you like to do a short evaluation of your literacy and numeracy skills?	Yes	No
Would you like further information about Recognition of Prior Learning?	Yes	No

Do you have any dietary requirements? (please specify)

Testimonials

I give permission for any testimonial comments to be used for print and/or online marketing purposes for 12 months following my completion of the course

Yes	No
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Payment Details

Payment Process:

Deposit: \$900 then 4 x instalments of \$1500

Direct Deposit: Arrange for transfer of your fee to our account.

Account Name: Langley Group Institute
BSB: 112879
Account No: 485549869
Bank: St George
Reference #: Your FULL NAME

Forward the email notification that you receive from the bank when it is set up.

Send it to: roxanne@langleygroup.com.au

If you would like to talk to someone about payment matters, please call Roxanne Mitchell on 0412 915 166.

Payment by Cheque:

We accept payment by cheque when prior arrangement has been made. Please contact roxanne@langleygroup.com.au for further information.
Cheques are to be made payable to **The Langley Group Institute** and posted to 1 Gunshot Alley, Suakin Drive, Mosman NSW 2088.

Payment by Credit Card: (Visa or Mastercard only)

Note: There is a 2.5% surcharge on all credit card payments.

Cardholder Name:	Card Number:	
Expiry Date:	CCV code:	Amount:
Signature:		

Participant Payment Information: (for invoicing)

Name:	Business Name: (if applicable)
Address:	
Phone:	Mobile:
Email:	

Privacy Notice and Declaration

The information provided by you in this application will be used by Langley Group Institute for the purpose of administration, planning and communication. I consent to the Langley Group Institute obtaining all personal information necessary for the purpose of my application and training course. All information will be held securely. The student information handbook has been provided to me. I have read it and consent to all the rights and responsibilities contained within. By signing this form I understand and agree to abide by the Langley Group Institute policies.

I declare that the information contained on this form is true and correct.

Applicants Name:	Date:
Signature:	

Please complete and email to enrolments@langleygroup.com.au

