



# Sample Academic Suitability Statement

CLEARING HOUSE FOR POSTGRADUATE  
COURSES IN CLINICAL PSYCHOLOGY

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## Guidance

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**The deadline for submitting Suitability Statements is 5 December.** The Academic Suitability Statement can only be provided by one person.

On our website please **click Edit** to work on a Suitability Statement. If you need a copy after editing, you can download the PDF.

We suggest that you **save your answers regularly** to avoid losing work.

You should not normally provide a Suitability Statement for your close relations, members of your immediate household or your business partner. In other words, **the applicant should not have personal connections with you.**

Whilst it is Clearing House policy to keep Suitability Statements confidential, due to data protection law this cannot be guaranteed. If an applicant requests a copy we will contact you for your authorisation to release it. However, please **assume that applicants may be able to see the Suitability Statement.** Please [see the Data Protection & Privacy section of our website](#) for further details.

Please consider your duty of care to courses, and ultimately to the public, as well as to the applicant. You can help courses choose the best people by giving an **accurate portrayal of the applicant: both their weaknesses and strengths.**

You are providing information that can play an important part in selection for doctoral level clinical psychology training. Application to these courses is highly competitive.

Please **let the applicant know**, because **this could adversely affect their application**, if you are:

- **unable to comment** on their academic work, and/or
- you are **unable to answer** several of the questions below, and/or
- you are **only able to provide a standardised document** which does not address the questions below

**All the questions are mandatory.** Most questions have a "not applicable" or similar option if strictly necessary.

When you Submit the Suitability Statement we will email to confirm receipt. You **cannot edit the Suitability Statement after you have submitted it.**

Thank you for your help. If you have any queries please [contact us](#).

## Personal details

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### Your details

Your name:

Your Occupation/Role:

Your email address:

Your postal address:

### Applicant's details

Applicant's name:

Applicant's Occupation/Role (when they worked/studied with you):

Dates you worked with the applicant (month & year):

From: To:

## Ratings questions

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How many suitability statements have you ever written for Clearing House applications?

- ☐ 0
- ☐ 1 to 3
- ☐ 4 to 6
- ☐ more than 6

Compared with other Clearing House applicants you have written Suitability Statements for, where would you place this applicant on a scale of 1-5?

- ☐ 1 - much worse than others
- ☐ 2

- ☐ 3
- ☐ 4
- ☐ 5 - the best
- ☐ unable to rate

**I know the applicant**

- ☐ casually
- ☐ fairly well
- ☐ very well

**I have known the applicant as**

- ☐ an undergraduate student
- ☐ a postgraduate student/research assistant
- ☐ a salaried member of staff
- ☐ other - please specify:

**I have known the applicant for**

- ☐ less than one year
- ☐ one to two years
- ☐ over two years

**If you are writing a Suitability Statement on the basis of undergraduate academic performance, what class of degree did they obtain/are expected to obtain?**

- ☐ 1st
- ☐ High 2:1 (67-69.9)
- ☐ Mid 2:1 (64-66.9)
- ☐ Low 2:1 (60-63.9)
- ☐ 2:2
- ☐ 3rd
- ☐ Not applicable

If you are writing a suitability statement on the basis of **postgraduate study**, using your judgement of the standard expected for a doctoral level degree, how would you rate the applicant's overall academic performance?

- ☐ Some of their work is unsatisfactory and they are unlikely to be able to work at doctoral level.
- ☐ Some of their work is satisfactory but I have doubts about their ability to work at doctoral level.
- ☐ Some of their work is good, but variability in their work makes me unsure they could work at doctoral level.
- ☐ Most of their work is good and I am reasonably confident that they could work at doctoral level.
- ☐ Their work is excellent and I would have no doubts about their capacity to work at doctoral level.
- ☐ Not applicable

How would you rate the quality and originality of their written work?

- ☐ 1 - poor
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5 - excellent
- ☐ unable to rate

How would you rate their capacity to work independently, without close supervision?

- ☐ 1 - poor
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5 - excellent
- ☐ unable to rate

How would you rate their research competence?

- ☐ 1 - poor
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5 - excellent

☐ unable to rate

What is your overall judgement of their ability to successfully complete a clinical psychology training course?

- ☐ I have significant doubts about their ability to complete a course.
- ☐ I think they would struggle to get through a course.
- ☐ Although they have some strengths I think they would struggle in some areas.
- ☐ I think they would manage most areas of the course well.
- ☐ I think they would have no difficulty in any area of the course.
- ☐ Can't comment

## Text questions

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If you are **rating 3 or lower** for any question above please give reasons in the text questions below.

For the text questions below, please demonstrate the **person's ability/competence/performance by giving brief specific examples**, bearing in mind that courses receive 100s of applications.

To assist anonymisation, please use **"the applicant"** or a **single initial instead of their name**, use "they" or "s/he" instead of he or she etc.

Please comment on the applicant's academic ability and potential including details of attainments to date.

Please comment on the applicant's ability to apply their academic knowledge to practical problems e.g. lab work, research projects.

Please comment on the applicant's ability to interact satisfactorily with staff and peers/colleagues.

Please comment on the applicant's overall suitability for postgraduate training as an applied clinical scientist/practitioner.

SAMPLE - DO NOT FILL IN