KCP / LEARNING

Professional E-learning & Qualifications

Psychometrics, psychological assessment and professional practice

BPS-verified RQTU training

Flexible, self-paced online learning

Direct professional support

Over five decades of psychological expertise

2026 / 27

Explore our e-learning programmes

PROFESSIONAL E-LEARNING

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PROFESSIONAL E-LEARNING

About KCP learning

Experience that makes a difference

KCP is passionate about the benefits of objective assessment. Our Course Director brings 53 years of experience as an occupational psychologist, including 38 years running KCP.

Our Managing Director, Principal Psychologist and developer of our learning programmes worked as an HR and L&D practitioner in transport, public administration and pharmaceuticals before moving into consultancy.

KCP has pioneered remote learning in psychometrics and assessment since 1991, with online RQTU learning since 2009.

Why learn with KCP?

- 24/7 access worldwide; study at your own pace.
- No classroom attendance required.
- Practical sessions via webcam.
- Direct support via email, Teams/Zoom and telephone.
- Optional, time-limited online tutorials and Q&A for organisational groups.
- Access to a broad range of tests, questionnaires and simulation activities.
- International practitioner network and competitive pricing.

Personal support, flexible learning

Self-paced learning remains at the heart of our approach, with access to experienced occupational psychologists.

BPS RQTU QUALIFICATIONS

Why gain the BPS RQTU qualifications?

As individuals we all strive to fulfill our potential and seek satisfaction at work. We want to be treated fairly, and we want to enjoy what we do.

As employers, we want to find the very best people for our organisation. We try to create a workplace that is both productive and harmonious.

Above all, we require decisions about our lives to be fair and objective.

Whilst no assessment technique is perfect, ability tests and personality questionnaires bring greater objectivity and transparency to the decision making process.

The BPS RQTU qualifications provide test users, candidates and members of the public the reassurance of knowing that tests and questionnaires are being used appropriately, responsibly and in line with current psychometric knowledge.

BPS RQTU QUALIFICATIONS

What tests and questionnaires will I be able to use?

Your Test User - Ability qualification will enable you to administer, score and interpret the full range of KCP ability and aptitude tests as well as those from all major publishers. Some of these publishers may ask you to do some additional product specific training. but most won't.

For Test User - Personality, all publishers have to nominate a specific "substantive instrument" to the BPS. In our case, this is the Managerial and Professional Profiler - MAPP. In addition, you will have access to 12 KCP questionnaires and development tools suitable for assessing managerial, professional, administrative, sales, retail, skilled and semi-skilled and hospitality staff. However, you can add other instruments if you wish. as all major test publishers recognise the BPS RQTU qualifications. Again, some may ask you to undertake some questionnaire specific training.

Here's what the BPS Review has to say about MAPP:

"Overall, the MAPP is a well constructed, easy-to-use questionnaire which gives information on a range of occupationally relevant scales relating not only to personality but also to workrelated values. It is, therefore, a potentially powerful instrument for the full range of uses in employee selection, development and guidance at the managerial and professional level and offers considerably more than many other popular instruments which deal exclusively with personality."

MAPP gives you:

- Assessment of personality AND motivation
- Online administration
- Expert reporting options including a full trait based analysis, interview questions and predictions of competencies, leadership and team roles.
- Exceptionally high reliabilities
- English, US English, Dutch, French, German, Spanish and Russian versions

BPS RQTU QUALIFICATIONS

Assistant Test User (ATU)

Who is this programme for?

Typically, administrative staff in HR/L&D or consultancy

Professional capabilities

• administer and score specific tests under the supervision of a person qualified at Test User level or above.

• have awareness of broader issues related to testing and test use, of limitations and value of using tests, and know when to seek more expert help. Note:

• Assistant Test Users are not able to make choices about which tests should be used or provide interpretations of test scores beyond those provided in standard reports.

• Assistant Test Users will be an individual who uses specific tests in well-defined and constrained contexts, such as routine recruitment and selection procedures or standardised assessment for staff development programmes and who operates within organisational policies and directives on testing and test use. Choice of tests and details of how they are to be used and applied is outside the Assistant Test User's responsibility.

Programme content

01 Introduction to testing

02 Administering tests to one or more candidates - Part One

03 Administering tests to one or more candidates - Part Two

04 Maintaining security and confidentiality of test materials and the test data

Typical study time

4 hours

BPS RQTU QUALIFICATIONS

Test User – Ability (TUA)

Who is this programme for?

HR/L&D professionals, consultants, or line managers. They may be involved in testing for personnel selection, development or career guidance and advice. It is a BPS requirement that delegates hold the ATU qualification prior to doing this programme.

Professional capabilities

- make choices between tests and to determine when to use or not use tests.
- have an understanding of the technical qualities required of tests sufficient for understanding use but not for test construction.
- work independently as a test user.
- have the necessary knowledge and skills to interpret specific tests.

Programme content

01 Ability and aptitude

02 Basic principles of scaling and standardisation/principles of norm referenced interpretation

03 Classical test theory and reliability/item response theory

04 Validity and utility

05 Relating assessments to job requirements

06 Interpretation and providing oral and written feedback

07 Deciding when tests should or should not be used

Typical study time

15 hours

BPS RQTU QUALIFICATIONS

Test User – Personality (TUP)

Who is this programme for?

HR/L&D professionals, consultants, or line managers. They may be involved in testing for personnel selection, development or career guidance and advice. It is a BPS requirement that delegates hold the ATU qualification prior to doing this programme.

Professional capabilities

- make choices between tests and to determine when to use or not use tests.
- have an understanding of the technical qualities required of tests sufficient for understanding use but not for test construction.
- work independently as a test user.
- have the necessary knowledge and skills to interpret specific tests.

Programme content

01 Personality and influences on personality

02 Personality assessment

03 Basic principles of scaling and standardisation/norm referenced interpretation

04 Classical test theory/item response theory

05 Validity and utility/relating assessment to job requirements

06 Mapp interpretation and providing oral and written feedback

07 Deciding when tests should or should not be used

Typical study time

10 hours (modules 3, 4 and 5 are common to TUA and TUP so need only be completed once)

BPS RQTU QUALIFICATIONS

Reaffirmation of Competence (ATU/TUA/TUP)

Who is this programme for?

Qualified test users either the former Level A and Level B route or those who have completed BPS RQTU training but have lapsed their membership on the Register.

Professional capabilities

- make choices between tests and to determine when to use or not use tests.
- have an understanding of the technical qualities required of tests sufficient for understanding use but not for test construction.
- work independently as a test user.
- have the necessary knowledge and skills to interpret specific tests.

Programme content

01 Test administration

02 Scoring tests and questionnaires

03 Interpreting ability test results and personality questionnaires

04 Providing accurate and comprehensive feedback of test/questionnaire results

05 Writing reports for candidates and third parties

Typical study time

4 hours

KCP PROFESSIONAL DEVELOPMENT

Advanced Certificate in Psychological Assessment (ACPA)

Who is this programme for?

HR/L&D professionals, consultants.

Professional capabilities

- administer, score and interpret ability tests and personality/development questionnaires (please see the detail for BPS RQTU (atu, tua, tup)
- conduct rigorous analyses of the characteristics needed for effective job performance
- demonstrate in-depth behavioural interviewing skills
- plan, develop and run assessment/development centres

Programme content

KCP's ACPA uniquely combines the BPS accredited RQTU programmes (atu, tua, tup) with an in-depth exploration of job analysis, behavioural interviewing skills and the design, development and conduct of assessment and/or development centres.

01 Introduction to Testing and Test Administration

02 Ability Testing In Depth

03 Behavioural Interviewing Theory and Practice

04 Personality Assessment In Depth

05 Assessment/Development Centre Skills and Practice

Typical study time

50 hours

KCP PROFESSIONAL DEVELOPMENT

Certificate in Psychological Testing (CPT)

Who is this programme for?

HR/L&D professionals, consultants, line managers who want to use KCP tests and questionnaires but do not wish to be on the BPS Register. The programme includes elements of our BPS Verified Assessment Portfolios so delegates can upgrade with us at a later date and gain BPS Certification and entry on the RQTU.

Professional capabilities

- administer, score and interpret KCP ability tests and personality/development questionnaires in a fair, objective and secure fashion
- understand the statistical principles of psychological testing and apply these to assessment/development activities and decisions

Programme content

KCP's CPT provides a thorough grounding in ability testing and personality assessment and gives immediate access to 12 ability tests at all occupational levels and 12 personality and development questionnaires.

01 Assessing People at Work

02 Administering, Scoring and Interpeting Results

03 Fundamental Psychometric Concepts

04 Practical Feedback and Reporting Skills

05 Practical Post Course Assessments (Ability and Personality)

Typical study time

14 hours

KCP PROFESSIONAL DEVELOPMENT

Certificate in Modern Trainability Testing (MTT)

Who is this programme for?

HR/L&D professionals, line managers and front-line trainers who want to predict those people who are most likely to successfully complex and/or expensive training programmes.

Professional capabilities

- identify candidates who are capable of training success
- reduce training times, expense and drop-out rates
- ensure candidates have a “realistic job preview”

Programme content

KCP’s Modern Trainability Testing programme is revolutionary. It has been designed by a psychologist who worked with the inventor of trainability testing and who has designed a number of real-life trainability tests as a psychologist and training practitioner.

01 Introduction to Trainability

02 Identifying the Training Task

03 Developing the Trainability Test

04 Validating the Trainability Test

05 Follow up

Typical study time

16 hours plus back home practical test development

KCP PROFESSIONAL DEVELOPMENT

Assessment Centre Techniques (ACT)

Who is this programme for?

HR/L&D professionals, consultants, line managers

Professional capabilities

- comprehensive, multiple technique assessments for selection, placement or development
- identify assessment criteria and behavioural characteristics
- design or select appropriate assessment methodologies
- administer and run effective assessment and development centres

Programme content

01 Background to Assessment Centres

02 Identifying the Competencies

03 Assessment Techniques

04 Assessor Skills

05 Centre Administration

06 The “Wash-up”

Typical study time

8 hours

KCP PROFESSIONAL DEVELOPMENT

Behavioural Interviewing Skills (BIS)

Who is this programme for?

HR/L&D professionals, consultants, line managers and anyone who wants to conduct powerful interviews that focus on evidence rather than impression.

Professional capabilities

- identify job requirements in a systematic way
- construct questions that are sharply focused on underlying behaviours
- record and rate candidate objectively

Programme content

The interview is the most commonly used selection technique. It is also the weakest in terms of predicting job success. Luckily, its effectiveness can be improved by having a clear idea about what characteristics are necessary for job performance and applying a rigorous and structured approach.

01 Why Interviews Fail

02 Job Analysis Techniques

03 Advanced Interviewing Skills

Typical study time

8 hours

WHAT OUR DELEGATES SAY

Training testimonials

“I thought the materials and tuition were superb, easy to work through and you are very approachable and down to earth - also excellent value for money; I funded this myself and KCP were more affordable in terms of fees, and the online dimension just made the whole thing more accessible……..overall a great experience, so thank you so much for making this a lot less onerous than it could have been. I would love to keep in touch, I shall miss our chats, you feel like part of the family now.”

Linda Jenkins, Lecturer, Aberdeen Business School, Dept of Information Management

“I thought I would write you a note of thanks for your support during my recent distance learning programs. As an instructional designer, I found KCP’s materials to be clear and also to support a diverse range of learning styles, from the provision of the ‘bare bone’ data sheets through to the in depth manuals (which I read and found accessible and comprehensive), with the choice of reference onscreen or in hard copy format. What really differentiated the learning experience was the very fast response to questions and also completed assignments, which allowed me to maintain momentum and complete the courses quickly against a tight deadline. I would not hesitate to use KCP in the future and I would be pleased to recommend your services to others.”

James Graham MSc PMP, President, Training4Change, Seattle, Washington

“I must say that it certainly has been an excellent process for our team. I thought that it was really great that this training was not impersonal and inflexible, as I thought an online program would be, but actually allowed our delegates to work together in such a meaningful and beneficial way. Again, allow us to express our appreciation to Cathy for her patient and tireless input into the development of our team. We all have gained tremendously. Regards!!”

Hazel-Ann Dillon, The Strategic Advancement Centre, Trinidad (team of ten delegates)

“Thank you for the wonderful experience of training with you and for the unwavering support throughout the course.”

Marie Therese De Villiers, Dubai-based delegate

“Just thought I’d drop you a quick line to say thanks for all your support during my training. It’s been a great experience all round...so refreshing that your company considers those of us without corporate backing and unlimited funds/

Dr Kate Hammond

“KCP internet based training does exactly what it says on the tin! They offer a full online/webcam based study course which allows you to work at your own pace - in my case 10 days! I can’t praise them enough for the care they took to make sure they were available to fit in with my timescales, that I had the materials I needed at the times I needed them and that the technology worked! The course materials were comprehensive, easy to access and navigate through, and provided everything needed to learn successfully in this area. It was a revelation to me to be trained in this way and I would wholeheartedly recommend them to anyone who prefers to study at their own pace, in their own time, or who gets frustrated at the pace of face to face training. A slick, comprehensive set up where they have thought of everything and can’t do enough to help you succeed.”

Kareen Cranston, Cranston Cognition

“I am so happy I found KCP’s totally online training course for the British Psychological Society’s certificates in psychometric/personality testing. KCP’s staff are truly helpful and patient with all queries. I actually enjoyed doing both of these courses. I can highly recommend this course to anyone with or without distance learning needs.”

Scarlett Mattoli, (Hong Kong based delegate)

PROFESSIONAL E-LEARNING

Contact KCP

Professional advice. Personal service.

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Explore e-learning and qualifications

Occupational psychologists and test publishers