

# SOCIAL WORKERS REGISTRATION BOARD

## Proposal on Obtaining Recognized Social Work Qualification

Under Section 17(2)(b) of the Social Workers Registration Ordinance, Registered Social Workers (Category 2) are required to propose to obtain a recognized degree or diploma in social work within a period which is reasonable in all the circumstances.

Category 2 registered social workers (RSWs) are required to, within two years from the date of their first registration as a RSW, propose a study programme aiming to obtain a recognized social work degree or diploma, failing which the registration would not be renewed after the prescribed period of two years.

A statement for Category 2 RSWs is attached. They should read the content carefully and comply with the requirements therein under the provisions of the Ordinance.

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### Study Proposal

I \*have enrolled in / have planned to enrol in / have been admitted to the following course(s):

Course Name: \_\_\_\_\_

Commencement of the Course: \_\_\_\_\_

Name of Training Institute: \_\_\_\_\_

Expected Date of Completion of the Course: \_\_\_\_\_

- I enclose  a copy each of my application for admission and acknowledgement of receipt by the training institute  
 a copy of the \*acceptance/rejection by the training institute  
 a copy each of my student I.D. card and the tuition receipt  
 other form of proof , please specify: \_\_\_\_\_

Remarks: \_\_\_\_\_

(\*Please delete where inappropriate)

Name: \_\_\_\_\_ Registration No.: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# **SOCIAL WORKERS REGISTRATION BOARD**

## **Statement for Category 2 Registered Social Workers**

### **1. Statutory Requirement for Study Proposal**

Under the provision of Section 17(2)(b) of the Social Workers Registration Ordinance, registered social workers (RSWs) under category 2 are required to propose to the Board a study programme aiming to obtain a social work qualification recognized by the Board for registration. A full list of recognized social work qualifications compiled by the Board is made available at the Board office and is also posted on the homepage of the Board ([www.swrb.org.hk](http://www.swrb.org.hk)) for easy reference. Category 2 RSWs are required to observe the conditions set out in the following paragraphs and take appropriate action.

### **2. Prescribed Period for Submitting Study Proposal**

Category 2 RSWs are required to submit to the Board a study proposal mentioned under paragraph (1) within **2** years from the date of their first registration. For those who fail to meet the time limit, the Board will examine each case on its merits and due consideration will be given to those in special circumstances.

### **3. Conditions for Renewal of Registration**

The registration of category 2 RSWs will be renewed subject to their providing, to the satisfaction of the Board, documentary proof of their efforts over the past year in obtaining the requisite social work qualification. Such proof may include an application for admission to a recognized social work programme plus acknowledgement of receipt of the application issued by the tertiary institute concerned, an invitation to a selection interview, a letter of acceptance/rejection, a valid student I.D., or so forth.

### **4. Means of Submitting Study Proposal**

Category 2 RSWs shall submit to the Board a proposal on obtaining a social work qualification recognized for registration by means of the Proposal on Studying a Recognized Programme Form prescribed by the Board.

**5. Power of the Board to Refuse to Renew the Registration of a Category 2 RSW**

The Board is empowered to refuse to renew the registration of a category 2 RSW who fails to propose to obtain a social work qualification recognized for registration to the satisfaction of the Board within 2 years, which the Board believes is a reasonable period in all circumstances.

**6. Opportunity to Revise the Study Proposal**

After the prescribed time limit of 2 years, in the case where the Board is dissatisfied with the study proposal, it shall issue to the RSW concerned the reasons and grounds for such dissatisfaction before it refuses to renew his/her registration. The RSW will be allowed to revise his/her proposal to meet the requirements set by the Board.

**7. Final Decision of Refusing the Renewal**

If the RSW concerned fails to put forth another proposal which in all circumstances meets the requirements set by the Board, and the Board therefore decides not to renew his/her registration, then the Board will have no duty to repeat the reasons for its actual decision of refusing to renew the registration of the RSW.