



社會工作者註冊局

SOCIAL WORKERS REGISTRATION BOARD

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《獲取認可社會工作學歷進修計劃書》

Proposal on Obtaining Recognized Social Work Qualification

根據社會工作者註冊條例第17(2)(b)條，註冊社會工作者(第2類)須於所有情況下屬合理的期間內獲取認可社會工作學位或文憑。第2類別的註冊社會工作者在註冊後，須提交獲取認可社會工作學位或文憑修的計劃書，若未能提交，註冊局可拒絕其續期申請。

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, 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.

請細閱附頁之註冊社會工作者(第2類)事項，以瞭解及遵從有關條例的要求。

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.

進修計劃書 Study Proposal

(*請刪去不適用部份) (*Please delete where inappropriate)

本人 *已報讀 / 計劃報讀 / 已入讀 下列課程：

I *have enrolled in / have planned to enrol in / have been admitted to the following Programme:

課程名稱 Programme Name : _____

學院名稱 Name of Tertiary Institution : _____

課程開課日期 Date of Commencement of the Programme : _____

預期課程完結日期 Expected Date of Completion of the Programme : _____

茲附上 I enclose

- 入學申請書及由學院發出的確認函件影印本 a copy each of my application for admission and acknowledgement of receipt by the Tertiary Institution
- 由學院發出的 *接納/拒絕 申請入讀影印本 a copy of the *acceptance/rejection by the Tertiary Institution
- 學生証及繳付學費影印本 a copy each of my student I.D. card and the tuition receipt
- 其他文件，請註明 other form of proof , please specify: : _____

備註 Remarks : _____

姓名 Name in print : _____ 簽署 Signature : _____

註冊編號 Registration No. : _____ 日期 Date: : _____

社會工作者註冊局
註冊社會工作者(第 2 類)事項
Statement for Registered Social Workers (Category 2)

1. 獲取認可社會工作學歷之法定要求

根據社會工作者註冊條例第 17(2)條，註冊社會工作者(第 2 類)須提交獲取認可社會工作學歷進修計劃書，註冊局認可的社會工作學歷名單可於本局辦事處索取，或瀏覽本局網頁(<http://www.swrb.org.hk>)參閱詳細資料。第 2 類別的註冊社會工作者必須遵照下述各項事宜。

1. Statutory Requirement for Obtaining Recognized Social Work Qualification

Under the provision of Section 17(2) of the Social Workers Registration Ordinance, Registered Social Workers (RSWs) (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) for easy reference. RSWs (Category 2) are required to observe the conditions set out in the following paragraphs and take appropriate action.

2. 提交進修計劃書

根據上述第 1 項，第 2 類別的註冊社會工作者在註冊後，必須於合理的期間內提交獲取認可社會工作學歷進修計劃書，若有關註冊社會工作者未能提交所要求，註冊局將按個別情況作特別考慮。

2. Submission of Study Proposal

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

3. 第 2 類別註冊社會工作者申請註冊續期的條件

第 2 類別的註冊社會工作者申請註冊續期時，必須提交證明文件以符合獲取認可社會工作學歷進修計劃書內的要求，有關證明包括修讀認可社會工作課程的入學申請書、或申請入讀認可社會工作課程的甄選邀請函件、或由學院發出的入讀認可社會工作課程的確認函件或拒絕函件、或有效學生證。

3. Conditions for Renewal of Registration

The registration of RSWs (Category 2) 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 programme leading to a recognized social work qualification plus acknowledgement of receipt of the application issued by the tertiary institution concerned, an invitation to a selection interview, a letter of acceptance or rejection, a valid student I.D., or so forth.

4. 提交進修計劃書的方式

第 2 類別的註冊社會工作者須以註冊局的指定表格「獲取認可社會工作學歷進修計劃書」，向註冊局提交其獲取認可社會工作學歷的計劃。

4. Means of Submitting Study Proposal

RSWs (Category 2) 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 specified by the Board.

5. 註冊局拒絕第 2 類別註冊社會工作者續期申請之法定權力

當註冊局認為在所有情況下的合理時間已過，而第 2 類別註冊社會工作者仍未能提議令註冊局滿意的獲取認可社會工作學歷計劃，註冊局可根據法定權力拒絕其續期申請。

5. Power of the Board to Refuse to Renew the Registration of RSWs (Category 2)

The Board is empowered to refuse to renew the registration of RSWs (Category 2) who fail to propose to obtain a social work qualification recognized for registration to the satisfaction of the Board and when the Board believes a reasonable period in all circumstances has expired.

6. 修正進修計劃書期

就第 2 類別的註冊社會工作者提交的獲取認可社會工作學歷進修計劃書，若計劃書未能符合要求，註冊局會通知其不接受原因，有關註冊社會工作者可修正計劃書並重新提交，以便處理續期申請。

6. Opportunity to Revise the Study Proposal

In the case where the Board is dissatisfied with the study proposal submitted by an RSW (Category 2), it shall issue to him/her 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. 拒絕第 2 類別註冊社會工作者續期申請之決定

若第 2 類別的註冊社會工作者經提示後未能提交註冊局接納的獲取認可社會工作學歷進修計劃書，註冊局可在不需要重複理據下，拒絕其續期申請。

7. Final Decision of Refusing the Renewal

If the RSW 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, the Board will have no duty to repeat the reasons for its actual decision of refusing to renew the registration of the RSW.