

Faculty of Arts

Tauwhiro Hapori | Social Work
Te Kura Mātāpuna Tangata | School of Language, Social and Political Sciences
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Application for Limited Entry Social Work Courses – BSW (Hons)

This form and any material provided with it will remain confidential and be used by the University for the sole purpose of assessing your suitability for the course for which you are applying. If your application is successful, the information provided will form part of the University's student records held in the School.

The above statement is provided in accordance with the Privacy Act 1993.

This form is in addition to the information you have provided on [myUC](#).

IT IS IMPORTANT TO NOTE THE FOLLOWING:

Progression beyond Year 1 of the BSW (Hons) is dependent on students meeting the Social Workers Registration Board (SWRB) entry criteria which includes an assessment of fitness for registration. This means that the person must be a 'fit and proper person to practise as a social worker' as stated in S.6(b) of the Social Workers Registration Act, 2003). Please read the [SWRB Fit and Proper policy](#)"

Level 300 courses are taught in a blended learning format comprising of a combination of face-to-face and online learning. The face-to-face learning occurs in four on-campus intensive Block Courses of one-week duration each term. These usually run in the 1st or 2nd week of each term. Attendance is compulsory to meet course and SWRB requirements, there is no online option. Non-attendance, without any prior notification and approval, may result in a fail grade for the course and/or a withdrawal from the programme. In the instance of illness or factors beyond the student's control, evidence in the form of a doctor's certificate or other relevant documentation will be required prior to the start of block course week. In these cases, the student is required to contact the BSW programme coordinator.

Level 400 is placement year, and students will be required to undertake two placements (including assessments), one in semester 1 and the 2nd in semester 2. The placement requirement is 60 days per placement and runs from Tuesday to Friday each week, starting in the first week of each semester. This placement is unpaid, and you are required to travel to and from the agency at your own expense. We endeavour to take in to account your home location when sourcing the placement for you and also take into consideration your particular area of interest but cannot guarantee places in a specific area of interest. Alongside the placement there is a requirement to attend the Monday online lecture and complete associated coursework for SOWK490.

PERSONAL INFORMATION			
Full Given Name (First middle and last)			
Your preferred Name (optional)			
Your pronouns (optional)			
Your ethnicity	1.	2.	3.
Student ID number			

EMPLOYMENT

Are you currently employed?		
Full time / Part time		
Name of company		
Position / Role		
Brief Job description		
Previous Employment		
Organisation	Description of Duties	Dates employed

Other comments

VOLUNTARY WORK

Are you a volunteer?	
Full time / Part time / number of hours	
Name of organisation	
Position / Role	
Brief Job description	

Other comments about your volunteering

Suitability Criteria, Convictions/Court Orders/Health

<i>Answer yes or no to the following and give details as required.</i>	Yes	No
Have you ever been convicted by any court, in New Zealand or any other country, of any offence punishable by imprisonment of three months or longer or are you currently under investigation for such an offence?		
If yes, please give brief details.		
Are you currently (or have ever been) a respondent for a Protection Order, Non-molestation order, Non-violence order, or Trespass order?		
If yes, please give brief details.		
Have you ever been Discharged Without Conviction?		
If yes, please give brief details.		
Are you now (or have you ever been) the subject of any professional disciplinary proceedings in any country?		
If yes, please give brief details.		
Are you currently under investigation, examination or inquiry in New Zealand or in another country for any matter that may become the subject of professional disciplinary proceedings? And/or are you aware of any matter that that may give rise to such an investigation?		
If yes, please give brief details.		

Have you ever been the subject of an investigation into your care of children and young people by a child protection service and/or the Police?		
If yes, please give brief details.		
Have you ever had children or young people removed from your care (whether voluntary or against your wishes)?		
If yes, please give brief details.		
If you are, or have been, registered in New Zealand or any other country in any profession, have you been subject to:		
1. Conditions on your registration/licence		
2. Conditions on your annual licence/practising certificate		
3. Refusal by a licensing authority to issue a practising certificate		
If yes, to any of the above, please give brief details		
Have you ever been denied entry into another social work or other professional programme (nursing, education, teaching, medicine etc) in a tertiary institution in New Zealand or overseas?		
If yes, when and where did you apply?		

Note: If you previously applied to another programme (whether or not you were a student in that programme), you will be asked to sign a form authorising the Department of Social Work to obtain confidential progress and suitability related information from the provider of the programme to which you previously applied.

Are you aware of any matters that may impact negatively on your suitability for professional social work training and or practice?

Examples may be a disability, illness or other health condition, dismissal from social service agency work; proven impropriety; substance dependency; any offences, charges or convictions; professional complaints that are still under investigation. For other examples, please see the Social Workers Registration Board *Fit and Proper policy*:

<http://swrb.govt.nz/about-us/policies/>

Note: Further information is contained in the accompanying Guideline for Limited Entry Course Applications, the Notice for Applicants Seeking Admission to Limited Entry Courses, and in University of Calendar Regulations relevant to this qualification.

If yes, give details

Summarise your understanding of the Social Workers Registration Board Fit and Proper policy (1 paragraph, 100 words)

Drivers Licence Details

It is necessary for you to have a driver's licence: Do you have a current clean full driver's licence? (*Without convictions or demerit points*)

YES / NO

If no, please explain:

If YES to a full licence is it for both Manual and Automatic or Automatic Only? Please specify.

If you do not hold a full driver's licence at the moment then please note that this is a requirement unless you are unable to do so for medical reasons.

YES / NO

If you do not have a driver's licence, will you have a full licence before undertaking your placement year?

PERSONAL STATEMENT

400 – 750 words

The experiences which have contributed to my choice of social work as a career.

Declaration

I have read the documents referred to on this application form in relation to suitability criteria and I have answered all of the above questions truthfully. I understand the non-disclosure of anything that may come up in a Police Check may affect my enrolment.

Students are required to declare all matters that may have a bearing on their suitability for social work education and practice as soon as they become aware of them. This requirement exists at any time during the application process and persists whilst accepted into or enrolled in any course of study toward recognised social work qualifications. Where students do not declare such issues (i.e. the student wilfully and knowingly does not disclose their change in circumstances), and these are independently discovered or declared by a third party, failure to make a declaration may in itself constitute grounds for their enrolment in the University or any particular course being declined or cancelled.

Enrolment in the University or any particular course may be declined or cancelled. Refer to the 2022 UC Calendar, page 235, BSW (Hons) Degree Regulation 8(b), (c), (e), and Regulation 11; and the UC Admission Regulations 12 and 13 (Page 21 UC 2022 Calendar); and the UC Behavioural Misconduct Regulations (Page 59 UC 2022 Calendar) and Academic Misconduct Regulations (Page 61 UC 2022 Calendar), and the Student Code of Conduct.

The [UC 2022 Calendar](#)

The [Student Code of Conduct](#)

Your Signature

Date