



Hong Kong Shue Yan University

**Bachelor of Social Work
(Honours)**
社會工作(榮譽)學士課程

Programme Handbook

Bachelor of Social Work (Honours)

社會工作(榮譽)學士課程

Programme Handbook

2024/2025 Cohort

Department of Social Work

Hong Kong Shue Yan University

Item	Table of Contents	Page
1.	General Information	1
2.	Philosophy, Mission and Goals	1
3.	Programme Aims	1
4.	Programme Intended Learning Outcomes (PILOs)	3
5.	Overall Framework for the Programme	5
5.1	Credit Requirement of the Programme	5
5.2	Six Domains of the Programme	5
6.	Teaching and Learning Methods	14
6.1	Teaching and Learning Methods and Approaches	14
6.2	Assessment of Learning Outcomes	16
6.3	VeriGuide and Detection of Plagiarism	16
6.4	Fieldwork	16
7.	Medium of Instruction/Assessment	19
7.1	Medium of Instruction	19
7.2	Medium of Assessment	19
8.	Useful Links for Students	19

Tables:

		Page
Table 3.1	Alignment of Programme Aims with Core Social Work Values and Beliefs	2
Table 4.1	Alignment of PILOs with Programme Aims	3 – 4
Table 4.2	Alignment of PILOs with HKSYU Graduate Attributes	4
Table 5.1	Programme Curriculum	7 – 10
Table 5.2	Alignment of curriculum with PILOs (The configuration of courses contributes to achievement of PILOs)	13-14

Table 6.2	Fieldwork Arrangement	17
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Figure:

		Page
Figure 5.1	Progression of Social Work Content in the BSW Programme	11

1. General Information

The Department of Social Work at Hong Kong Shue Yan University has been offering a 4-year Social Work Honours Degree Programme since 2002 and it is one of the very first recognized professional social work degree programmes in Hong Kong. The programme was accredited by the HKCAAVQ and has been subsumed in the University's Programme Area Accreditation status at QF level 5 since 2006. The Social Workers' Registration Board first recognized the Programme as a qualified social work education programme for registration purposes in February 2003, with the programme and award title as:

Bachelor of Social Work (Honours) 社會工作(榮譽)學士課程

2. Philosophy, Mission and Goals

The mission of the Department of Social Work is to provide quality education to our younger generation to contribute to the betterment of society, through education, research and advocacy. The Department is committed to nurture our students to become competent and compassionate social workers and leaders of the future.

Our Bachelor of Social Work (BSW) programme is the only one in Hong Kong which offers three fieldwork placements for our students. The three fieldwork placements allow students to further consolidate their knowledge and provide them with additional opportunities and exposure in different service areas. The importance of generating new knowledge is also an important feature of the BSW programme. Each student has to design and conduct an honours research study on a social work related issue. The honours project has proven to be a great asset for our students in their future career development.

3. Programme Aims

The programme aims to:

1. Provide professional social work training that incorporates the acquisition of knowledge, skills, core values, ethics and professionalism.
2. Nurture students' social responsibility, integrity and devotion of the professional self to the betterment of individuals and society.
3. Develop students' competence to address different social needs and different social targets, upholding social justice and human rights.

4. Prepare students to adopt multi-level approaches and apply their social work field practice in a wide range of social welfare and cultural settings.
5. Equip students to develop their professional self through reflective critical thinking, training in research and evaluation skills.
6. Prepare students to apply their social work skills in a culturally appropriate manner to all sectors of the local community.

Table 3.1

Alignment of Programme Aims with Core Social Work Values and Beliefs

Core Social Work Values and Beliefs	Programme Aims					
	PA1	PA2	PA3	PA4	PA5	PA6
1. Social workers' primary mission is to help people in need and to strive to address social problems.	✓		✓			
2. Social workers respect the unique value and dignity of every human being irrespective of one's ethnicity, colour, family/social/national origin, nationality, culture, birth, sex, age, language, beliefs, political and other opinion, family/social/economic status, disability, educational attainment, contribution to society, or sexual orientation.	✓		✓	✓		✓
3. Social workers believe that individuals have the potential to develop and thus accepts a responsibility to encourage and facilitate the self-realization of individuals with due regard to the interest of others.	✓	✓		✓		✓
4. Social workers accept responsibility to advance social justice and to safeguard the cause of human rights.	✓	✓	✓	✓		
5. Social workers believe that each society, regardless of its form, should provide maximum benefits to its members.	✓			✓		
6. Social workers accept responsibility to update, upgrade and devote their professional knowledge and skills to the betterment of individuals and society, with the aim to empower people to act on their own behalves as far as possible.	✓	✓	✓		✓	
7. Social workers recognize the central importance of human relationships and seek to strengthen relationships among people in a purposeful effort to promote, maintain and enhance the well-being of individuals, families, social groups, organizations and communities for the prevention and relief of hardship and suffering.	✓		✓	✓		✓

The programme is designed to deliver its aims through the careful integration of values, theory and practice within and between different courses.

4. Programme Intended Learning Outcomes (PILOs)

Upon successfully completing the programme students should be able to:

1. articulate the objectives, values, ethics and social justice of the social work profession that recognize the unique value and dignity of every human being and the importance of human relationships
2. critically analyze and evaluate service targets from a person-in-environment perspective
3. demonstrate theoretical based professional knowledge in using multi-level social work approaches and evidence-based practice
4. translate and synthesize learnt social work and related knowledge into practical applications in order to cater to the needs of diverse population groups in everyday situations
5. apply research techniques and evaluation skills to provide innovative solution to practice
6. practise critical self-reflection
7. Demonstrate cultural sensitivity in social work practice when serving populations with diverse ethnic and cultural background.

Table 4.1 Alignment of PILOs with Programme Aims

Programme Aims (PAs)	PILOs						
	1	2	3	4	5	6	7
1. Provide professional social work training that incorporates the acquisition of knowledge, skills, core values, ethics and professionalism.	✓	✓	✓	✓		✓	
2. Nurture students' social responsibility, integrity and devotion of the professional self to the betterment of individuals and society.	✓			✓		✓	
3. Develop students' competence to address different social needs and different social targets, upholding social justice and human rights.	✓	✓	✓				

4. Prepare students to adopt multi-level approaches and apply their social work field practice in a wide range of social welfare and cultural settings		✓	✓	✓			
5. Equip students to develop their professional self through reflective critical thinking, training in research and evaluation skills.		✓	✓		✓	✓	
6. Prepare students to apply their social work skills in a culturally appropriate manner to all sectors of the local community.							✓

Table 4.2 Alignment of PILOs with HKSJU Graduate Attributes

The alignment of Programme Aims and Programme Intended Learning Outcomes with the University Graduate attributes is shown below:

University Graduate Attributes	PA1	PA2	PA3	PA4	PA5	PA6
	PILO 1, 2, 3, 4, 6	PILO 1, 4, 6	PILO 1, 2, 4	PILO 2, 3, 4, 7	PILO 2, 3, 5, 6	PILO 7
Articulate, open-minded critical thinkers with a passion for lifelong learning and self-improvement		✓			✓	
Committed to appropriate ethical behaviour, based on a strong sense of social responsibility	✓	✓				
Well prepared to apply their specialist knowledge, skills and creativity in their chosen field of employment			✓	✓	✓	
Ready to apply their global outlook and understanding of Chinese cultural values to support the development of Hong Kong and China.						✓

5. Overall Framework for the Programme

5.1. Credit Requirement of the Programme

The BSW(Hons) programme requires students to successfully complete a minimum of 126 credits for graduation, including 20 credits of university language requirement, 12 credits of university general education requirement, 80 departmental core credits and 14 credits of social work in context.

5.2. Six Domains of the Programme

The BSW programme is now divided into six domains (see Figure 5.1) which progresses from introductory level to professional level. The six domains are:

- Domain 1 Human Behaviour and Social Environment
- Domain 2 Social Welfare System and Social Services
- Domain 3 Social Work Practice and Theories
- Domain 4 Social Work in Context
- Domain 5 Practicing Social Work
- Domain 6 Research, Knowledge and Practice Integration

Domain 1 – Human Behaviour and Social Environment

Domain 1 is designed to provide students with an overview of human life span development and the interaction between such development and behaviour with the social environment. The importance of self- understanding and sensitivity towards diversified manifestations of human behavior in different social contexts are stressed under Domain 1. Basic knowledge of social sciences, psychology and sociology is also taught in this Domain.

Domain 2 – Social Welfare System and Social Services

Domain 2 introduces students to concepts and philosophical aspects of social welfare and social work. Special features of the social welfare system and policies in Hong Kong are deliberated and relevant basic legal knowledge related to social services is taught in this Domain. Social work practice in Mainland China will also be covered.

Domain 3 – Social Work Practice and Theories

In Domain 3, students will begin to learn social work theories and practice skills when working with individuals, groups, families, organizations, and communities at micro, mezzo, and macro levels. Through understanding the values and ethics that underpin the social work profession, students will also learn to align these values with actual practices.

Domain 4 – Social Work in Context

Domain 4 spans from Year 3 to Year 4, teaching students intermediate to advanced and professional social work knowledge and counselling support skills when working with different target clienteles. Service targets include children and youths, parents, older adults and people with mental disabilities. Service settings include families, primary health care settings, and schools. Students will also be exposed to skills in supporting different cultures and ethnic minorities. Beginning in Year 3, students are required to choose five elective courses out of eleven.

Domain 5 – Practising Social Work

To emphasize the integration of social work theories and practice, three supervised fieldwork placements are arranged in Years 3 and 4. Integrative Practice Seminars are designed in parallel with the fieldwork placements to consolidate students' practice skills and knowledge. Issues and queries arising from fieldwork placement can be addressed in the Integrative Practice Seminars in this Domain.

Domain 6 – Research, Knowledge & Practice Integration

Recognizing the equal importance of knowledge acquisition and knowledge generation, all BSW students are required to complete the Honours Project in Year 4, which provides an opportunity for them to explore an issue of their choice and conduct research on that particular issue. Through the research project, students' ability to identify, examine and critically analyze a problem or service gap will be enhanced. Also under Domain 6, service and programme evaluation and social service management concepts and generic skills will be covered to support students' further career development.

Table 5.1 PROGRAMME CURRICULUM

Applicable to 2023 Cohort Onwards

First Year			Credit(s)			Domain
			Sem. 1 (Fall Sem.)	Sem. 2 (Spring Sem.)	Sem. 3 (Summer Sem.)	
Language Requirement	CHI 101 – 2	First Year Chinese I and II	4	4	–	University Requirements
	ENG 111 – 2	English Usage I and II	3	3	–	University Requirements
Introductory Course	PSY 100	Introductory Psychology	3	–	–	Domain 1
	PSY 120	Lifespan Developmental Psychology	–	3	–	Domain 1
	SW 120	Principles of Sociology	3	–	–	Domain 1
Departmental Core Requirement	SW 100	Introduction to Social Work and Social Welfare	3	–	–	Domain 2
	SW 130	Fundamentals in Social Policy and Advocacy	–	3	–	Domain 2
	SW 131	Self-understanding and Self-development I	0 (Pass / Fail)	–	–	Domain 1
Fieldwork Requirement	Pre-Placement Exposure *		–	–	–	–
General Education Requirement	GE Courses **	One GE Course in Each Semester (Any of the Four Areas)	3	3	–	Domain 1
Sub-total			19	16	–	
Total Credits			35			

Second Year			Credit(s)			Domain
			Sem. 1 (Fall Sem.)	Sem. 2 (Spring Sem.)	Sem. 3 (Summer Sem.)	
Language Requirement	ENG 211 – 2	English Writing I and II	3	3	–	University Requirements
Departmental Core Requirement	SW 201	Social Work Intervention I – Micro Practice	3	–	–	Domain 3
	SW 202	Skills Laboratory I – Micro Practice	–	3	–	Domain 3
	SW 221	Social Work Intervention II – Mezzo Practice	3	–	–	Domain 3
	SW 222	Skills Laboratory II – Mezzo Practice	–	3	–	Domain 3
	SW 241	Social Work Intervention III – Macro Practice	3	–	–	Domain 3
	SW 242	Skills Laboratory III – Macro Practice	–	3	–	Domain 3
	SW 290	Introduction to Mental Health Practice	3	–	–	Domain 6
Fieldwork Requirement	Pre-Placement Exposure *		–	–	–	–
General Education Requirement	GE Courses **	One GE Course in Each Semester (Any of the Four Areas)	3	3	–	Domain 1
Sub-total			18	15	–	
Total Credits			33			

Third Year			Credit(s)			Domain
			Sem. 1 (Fall Sem.)	Sem. 2 (Spring Sem.)	Sem. 3 (Summer Sem.)	
Departmental Core Requirement	SW 320	Ethics for Social Workers	–	3	–	Domain 3
	SW 341 – 2	Research and Programme Evaluation I and II	3	3	–	Domain 6
	SW 351	Integrative Practice Seminar I – Self-compassion and Reflective Practice	3	–	–	Domain 5
Fieldwork Requirement	SW 361 – 2	Fieldwork I and II	3	3	–	Domain 5
	SW 363	Fieldwork III (Summer Block Placement)	–	–	6	Domain 5
Sub-total			9****	9****	6	–
Departmental Elective Requirement	SW 310	Working with Young People	3	–	–	Domain 4***
	SW 321	Digital Technology in Social Work Practice	3	–	–	Domain 4***
	SW 330	Family-based Service and Practice	3	–	–	Domain 4***
	SW 340	Working with Older Adults	3	–	–	Domain 4***
	SW 360	Working with New Arrivals and Ethnic Minorities	3	–	–	Domain 4***
	SW 390	Social Work Practice for Children with Special Educational Needs and Their Families	3	–	–	Domain 4***
	SW 420	Social Work in Primary Health Care	3	–	–	Domain 4***
	SW 430	Working with Persons with Disabilities	3	–	–	Domain 4***
	SW 450	Social Work in Pre-school, Primary and Secondary School Settings	3	–	–	Domain 4***
	SW 460	Addressing Gender and Sexuality in Social Work Practice	3	–	–	Domain 4***
Departmental Elective Credit Requirement			6	–		
Total Credits			30			

Fourth Year			Credit(s)			Domain
			Sem. 1 (Fall Sem.)	Sem. 2 (Spring Sem.)	Sem. 3 (Summer Sem.)	
Departmental Core Requirement	SW 441 – 2	Honours Project I and II	2	2	–	Domain 6
	SW 461	Integrative Practice Seminar II – Local, Regional and International Perspectives	3	–	–	Domain 5
	SW 480	Social Service Management	–	3	–	Domain 6
	SW 490	Law and Social Work	3	–	–	Domain 2
Fieldwork Requirement	SW 471 – 2	Fieldwork IV and V	3	3	–	Domain 5
Sub-total			11****	8****	–	–
Departmental Elective Requirement	SW 310	Working with Young People	3	–	–	Domain 4***
	SW 321	Digital Technology in Social Work Practice	3	–	–	Domain 4***
	SW 330	Family-based Service and Practice	3	–	–	Domain 4***
	SW 340	Working with Older Adults	3	–	–	Domain 4***
	SW 360	Working with New Arrivals and Ethnic Minorities	3	–	–	Domain 4***
	SW 390	Social Work Practice for Children with Special Educational Needs and Their Families	3	–	–	Domain 4***
	SW 420	Social Work in Primary Health Care	3	–	–	Domain 4***
	SW 430	Working with Persons with Disabilities	3	–	–	Domain 4***
	SW 450	Social Work in Pre-school, Primary and Secondary School Settings	3	–	–	Domain 4***
	SW 460	Addressing Gender and Sexuality in Social Work Practice	3	–	–	Domain 4***
Departmental Elective Credit Requirement			9	–	–	
Total Credits			28			

Minimum Credit Requirement for Graduation: 126

Domain	
Domain 1	Human Behaviour and Social Environment
Domain 2	Social Welfare System and Social Services
Domain 3	Social Work Practice and Theories
Domain 4	Social Work in Context
Domain 5	Practicing Social Work
Domain 6	Research, Knowledge and Practice Integration

Aggregate List of Domain 4 Courses		
SW310	Working with Young People	Domain 4***
SW321	Digital Technology in Social Work Practice	Domain 4***
SW330	Family-based Service and Practice	Domain 4***
SW340	Working with Older Adults	Domain 4***
SW360	Working with New Arrivals and Ethnic Minorities	Domain 4***
SW390	Social Work Practice for Children with Special Educational Needs and Their Families	Domain 4***
SW420	Social Work in Primary Health Care	Domain 4***
SW430	Working with Persons with Disabilities	Domain 4***
SW450	Social Work in Pre-school, Primary and Secondary School Settings	Domain 4***
SW460	Addressing Gender and Sexuality in Social Work Practice	Domain 4***

Note and Remarks	
*	Students are required to complete 100 hours of Pre-Placement Exposure stipulated by the Social Workers Registration Board
**	Students shall complete a total of 12 credits of General Education courses consisting of 3 credits in each of the four main areas
***	Students are only required to take 5 of the 10 courses in Domain 4
****	Students are required to undertake at least 12 credits in each semester in order to be qualified as full-time students

Figure 5.1: Progression of social work content in the BSW Programme (2023 Cohort onwards)

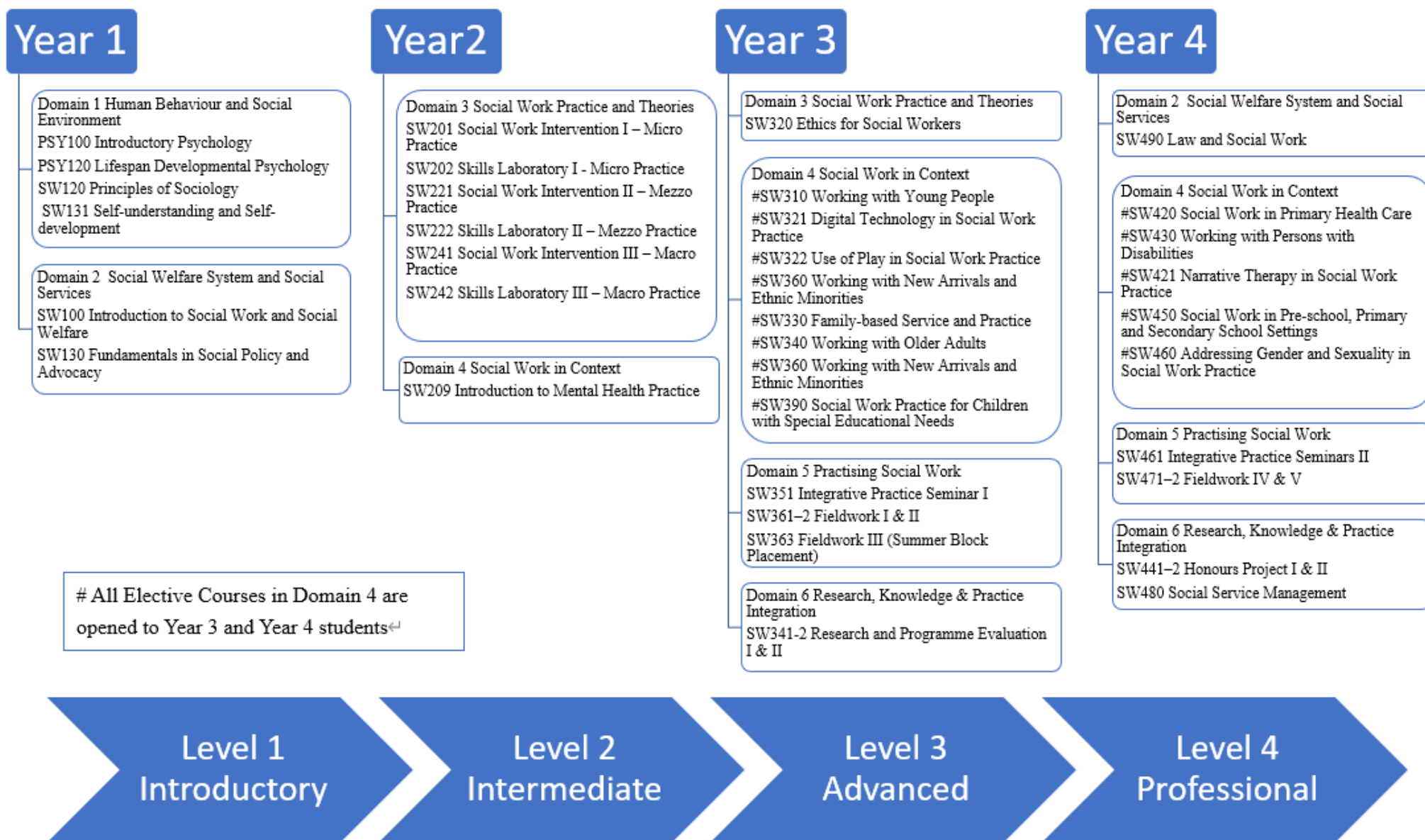


Table 5.2 Alignment of curriculum (2023/24 onward) with PILOs (The configuration of courses contributes to achievement of PILOs)

Core Courses	PILOs						
	1	2	3	4	5	6	7
*PSY100 Introductory Psychology		✓					✓
**PSY120 Lifespan Developmental Psychology		✓		✓	✓	✓	
SW100 Introduction to Social Work and Social Welfare	✓	✓	✓	✓		✓	✓
SW120 Principles of Sociology		✓				✓	✓
SW130 Fundamentals in Social Policy and Advocacy	✓	✓		✓		✓	
SW131 Self-understanding and Self-development	✓	✓				✓	✓
***General Education Programme	✓						✓
SW201 Social Work Intervention I – Micro Practice	✓	✓	✓	✓		✓	✓
SW202 Skills Laboratory I - Micro Practice	✓	✓	✓	✓		✓	✓
SW221 Social Work Intervention II – Mezzo Practice	✓		✓			✓	✓
SW222 Skills Laboratory II – Mezzo Practice	✓		✓			✓	✓
SW241 Social Work Intervention III – Macro Practice	✓	✓	✓	✓		✓	✓
SW242 Skills Laboratory III – Macro Practice	✓	✓	✓	✓		✓	✓
SW209 Introduction to Mental Health Practice	✓	✓	✓	✓			✓
SW320 Ethics for Social Workers	✓	✓	✓				✓
SW341-2 Research and Programme Evaluation I & II			✓		✓		
SW351 Integrative Practice Seminar I (Self-compassion and Reflective Practice)	✓	✓	✓	✓		✓	✓
SW361–2 Fieldwork I & II	✓		✓	✓		✓	✓
SW363 Fieldwork III (Summer Block Placement)	✓		✓	✓		✓	✓
SW441–2 Honours Project I & II			✓		✓		
SW461 Integrative Practice Seminars II (Local, Regional and International Perspectives)	✓	✓	✓	✓		✓	

	PILOs						
Core Courses	1	2	3	4	5	6	7
SW471–2 Fieldwork IV & V	✓		✓	✓		✓	✓
SW480 Social Service Management	✓		✓	✓		✓	
SW490 Law and Social Work	✓			✓			

	PILOs						
Elective Courses	1	2	3	4	5	6	7
#SW310 Working with Young People	✓	✓	✓	✓		✓	✓
#SW321 Digital Technology in Social Work Practice	✓	✓	✓	✓		✓	✓
#SW322 Use of Play in Social Work Practice	✓	✓	✓	✓		✓	✓
#SW330 Family-based Service and Practice	✓	✓	✓	✓		✓	✓
#SW340 Working with Older Adults	✓	✓	✓	✓		✓	✓
#SW360 Working with New Arrivals and Ethnic Minorities	✓	✓		✓		✓	✓
#SW390 Social Work Practice for Children with Special Educational Needs and Their Families	✓	✓	✓	✓		✓	✓
#SW420 Social Work in Primary Health Care	✓	✓		✓		✓	
#SW430 Working with Persons with Disabilities	✓	✓	✓	✓			✓
#SW421 Narrative Therapy in Social Work Practice	✓	✓	✓	✓		✓	✓
#SW450 Social Work in Pre-school, Primary and Secondary School Settings	✓	✓	✓	✓			✓
#SW460 Addressing Gender and Sexuality in Social Work Practice	✓	✓	✓	✓		✓	✓

Note:

*Courses taught by the Department of Counselling and Psychology

**Course designed by the Department of Counselling and Psychology but taught by the teaching staff of the Department of Social Work

*** Coordinated by General Education Programme

Departmental Electives

6. Teaching and Learning Methods

6.1 Teaching and Learning Methods and Approaches

Social work is not only a knowledge-based profession but a practice-based discipline. The BSW programme is designed in such a way that learning and assessment is based on interactive learning, reflection and self-understanding. The two major components of teaching and learning in the BSW programme are coursework and fieldwork. All courses in the BSW programme adopt an outcome-based teaching and learning approach. We expect our students to demonstrate their ability to integrate their knowledge with practice and be engaged in a vigorous reflective learning process.

6.1.1 Online and Multi-media Interactive Teaching: In line with the strategic plan of the University, digital technologies are applied in the teaching and learning activities. The video teaching platform, Panopto, is used by course lecturers to present lecture materials using video clips, PowerPoint presentations, and multi-media files. Video conferencing, online meeting, chat and breakout-room in the online meeting platform, and Zoom are also used by course lecturers to enable online “flipped” learning and online learning. The video, which will be recorded in Panopto and Zoom, will be uploaded to Moodle after the lecture to facilitate revision. Apart from Panopto and Zoom, various types of online teaching apps are also adopted to facilitate interactive learning. These include UReply, Mentimeter, Kahoot, Google Classroom and Padlet etc. Besides, the Department also make use of 3D and VR technology to facilitate students to understand the specific service settings or the community.

6.1.2 For classroom teaching, students are encouraged to develop their practical skills through role play, media resources, discussion, and reflection. Guest speakers who are lecturers with expertise in specific areas are invited to share their experiences with the students. Topics of these lectures include handling addicted gamblers, hidden youth, and crisis intervention. These teaching approaches help students translate and synthesize social work and related knowledge into practical applications.

6.1.3 To equip students with the knowledge and skills they need to serve service users with diversified needs, various types of case scenarios, especially in the Hong Kong context, are selected for students’ discussions. Students are encouraged to bring some scenarios from their fieldwork experience to the class for discussion and reflection. This further develops the linkage between theory and practice in social work.

6.1.4 Reflection is an essential element of teaching and learning at degree level. Students are encouraged to reflect on their personal and professional self through various means, such as writing reflective journals and holding critical discussions on ethical issues in social work.

6.1.5 Through developing cultural awareness, students become aware of the structural factors, for example, the dominant social discourse and discrimination faced by the ethnic minority groups in Hong Kong. As a usual practice, guest speakers with ethnic minority background would be invited to conduct a guest lecture.

6.1.6 In order to improve students' management skills, "Dialogues with CEO" seminars was organized for Year 4 students undertaking SW 480 Social Service Management. These seminars provide students with the opportunity to exchange views with NGO leaders on management concepts and practical challenges.

6.1.7 Class Size

In responding to the review of the PCS-8 of SWRB, small class teaching has been applied in 2022 cohort. This is designed to allow more individual attention to be given to students and more in-depth discussion and reflection appropriate for undergraduate (QF 5) students. As required by the Social Workers Registration Board, at least 1/3 (33.3%) of the teaching hours should be conducted by small class teaching. The class size is 15 students for Social Work Practice Courses and 20 students for Social Work Core Knowledge Courses (tolerance of 5% deviation / 1 student is allowed).

6.2 Assessment of Learning Outcomes

6.2.1 Courses in the BSW programme are assessed according to the assessment strategy proposed by the Department of Social Work, with the advice of the EPA, EE and the SWAAB and approved by the Quality Assurance Committee (QAC) and Academic Board (AB).

6.2.2 Assessment is related to the intended learning outcomes of each course. The outcomes and assessment methods of all courses in the programme are clearly delineated in the individual course outlines. All course outlines provide information on assessment criteria so that students know the basis on which they are graded. Assessment criteria not only guide students' learning but also help to standardize the quality of assessment for the sake of

consistency and fairness.

6.2.3 The Department has developed consistent grading for presentation, written assignments, participation and self-assessment in group projects. Assessment is continuous throughout the course. A variety of relevant assessment activities are used, including: written assignments, term papers, quizzes, written examination, skills practice, project work, peer commendation, role play and group/individual presentations. Reflective journal is also employed by some courses to assess students' performance.

6.3 VeriGuide and Detection of Plagiarism

VeriGuide is a system employed by the University to detect plagiarism. VeriGuide assists lecturers to assess whether there are suspected cases of plagiarism among students' submitted assignments. After adopting VeriGuide and the promotion of anti-plagiarism for a few years, students' awareness of plagiarism and using appropriate citation style has been enhanced. Workshops about plagiarism and the use of VeriGuide are conducted by the Department for all Year 1 students. Since 2014/15, VeriGuide is attached as a plugin to Moodle and students only need to submit their assignments once.

Detailed information can be found at SYU:

Plagiarism and Academic Misconduct Policy (Student Handbook, Appendix 4)

Guidelines on the Use of Generative AI in Teaching, Learning, and Assessment (Student Handbook, Appendix 5)

6.4 Fieldwork

Fieldwork practice is an integral part of social work education and training. Through fieldwork practicum, classroom learning could be integrated and put into practice. Moreover, working in the field can provide students with real-life exposure to different social work settings. It serves as a catalyst in aiding students to become more knowledgeable about the social work profession on a practical level. Such practice also gives students a taste of the basic elements of social work so that they have an opportunity to acquaint themselves in fieldwork practice with core social work knowledge and values.

More importantly, with practical participation, students gain more real-life experience and observation in relation to the needs of service users, the application and effects of related social welfare policies and the management issues of various service settings. The Department requires students to complete three periods of supervised fieldwork practicum in the BSW.

6.4.1 Management of Fieldwork Placement

The Department requires students to undertake 960 hours (20 credits) of supervised fieldwork placement and 100 hours of Pre-Placement Exposure in Governmental organizations or NGOs. Managed by the Fieldwork Coordinator, assisted by the Assistant Fieldwork Coordinator and the Fieldwork Team, the Department of Social Work has employed a team of part-time fieldwork supervisors in addition to full-time staff to supervise placements and identified a series of NGOs which can provide placement opportunities in different settings. Trained fieldwork supervisors with registered social work qualifications are appointed by the university to supervise and assess practice every week.

6.4.2 Fieldwork Arrangements

The credits have been matched with the placement hours of each respective placement. Details are listed in Table 6.2 below:

Table 6.2 Fieldwork Arrangement

Placement	Year	Credits	Nature	Duration
1 st Fieldwork Placement (SW. 361–2)	3	8	<ul style="list-style-type: none"> ● Concurrent Placement ● 2 Days per Week 	<ul style="list-style-type: none"> ● October to March of next year ● 23 weeks in total, excluding the term examination period
2 nd Fieldwork Placement (SW. 363)	B/W Year 3 and 4	4	<ul style="list-style-type: none"> ● Summer Block Placement ● 4 Days per Week 	<ul style="list-style-type: none"> ● June to August ● 9 weeks in total
3 rd Fieldwork Placement (SW. 471–2)	4	8	<ul style="list-style-type: none"> ● Concurrent Placement ● 2 Days per Week 	<ul style="list-style-type: none"> ● September to March of next year ● 23 weeks in total, excluding the term examination period

6.4.3 Fieldwork Education Advisory Committee

In order to ensure the professional quality of fieldwork education, a Fieldwork Education Advisory Committee has been set up to provide professional governance and advice by means of regular meetings and network communication. The Committee supports the Fieldwork Sub-committee of the Department by providing advice on the planning, development and operation of fieldwork practicum. The members include the Head of Department, Fieldwork Coordinator, Assistant Fieldwork Coordinator and external members.

6.4.4 Pre-requisite for Fieldwork Practicum

The pre-requisites for fieldwork practicum are clearly listed in the Fieldwork Handbook. Details are summarized below:

1. Requirement for 1st Fieldwork Placement: Concurrent Placement

To enroll in the 1st placement, a student must attain a cumulated **G.P.A. of 2.2** or above, and pass in all social work courses in the first 2 years of study.

2. Requirement for 2nd Fieldwork Placement: Summer Block Placement

To enroll in the 2nd placement, students must attain a cumulated **G.P.A. of 2.2** or above, and pass in all social work courses in the first 3 years of study.

3. Requirement for 3rd Fieldwork Placement: Concurrent

To enroll in the 3rd placement, students must attain a cumulated **G.P.A. of 2.2** or above, and pass in all social work courses in the first 3 years of study.

Remarks:

1. The 1st (concurrent) placement is regarded as a pre-requisite of the 2nd (summer block) placement and the 3rd (concurrent) placement. Students who fail in the 1st (concurrent) placement must re-take the said placement in the 4th year of study, the 2nd (summer block) placement in the same academic year and the 3rd (concurrent) placement in the 5th year of study.
2. Students who fail in the 1st (concurrent) or 2nd (summer block) placement are not allowed to undertake the subsequent placement in the same academic year. Accordingly, students are required to re-take the placement in the next academic year and obtain a “Pass” grade to proceed to the next placement.
3. Students who fail in any 2 placements throughout 3 years of study are not allowed to undertake a further fieldwork practicum and will be dismissed.

6.4.5 Pre-Placement Exposure

Prior to fieldwork practicum, students are required to participate in voluntary work in different social service settings and attend workshops organized by the Department. Since 2022/23 academic year, thematic service-learning approach is introduced with emphasis on the development of Creativity, Empathy, Resilience and Use of English which are important

elements of social work practice. Also, through practising in different service settings, involvement in volunteers training and organization, students would be exposed to different organization management characteristics

Please refer to the [Fieldwork Handbook](#) for details.

7. Medium of Instruction/Assessment

7.1 Medium of Instruction

The languages of teaching and learning adopted for each individual course are determined by the Department and indicated clearly in a programme document. The Department may exercise flexibility on the languages for teaching and learning after due consideration of the factors below, as well as the language habits, the linguistic competence and the cultural background of the students and teachers. English is the main medium of instruction in Social Work Courses. Cantonese may be used in small group discussions and practical sessions if necessary.

7.2 Medium of Assessment

All written assignments in Social Work Courses are in English, except in Fieldwork practicum, in which some assignments might be permitted to be written in Chinese subject to the requirements of the fieldwork settings, and approval of the Department.

8. Useful Links for Students

8.1 Academic Regulations (學則)

[https://www.hksyu.edu/download/Regulations_ENG%20\(19-20%20onwards\).pdf](https://www.hksyu.edu/download/Regulations_ENG%20(19-20%20onwards).pdf)

[https://www.hksyu.edu/download/regulations_chi\(19-20onwards\)-2019.pdf](https://www.hksyu.edu/download/regulations_chi(19-20onwards)-2019.pdf)

8.2 General Education

<https://www.hksyu.edu/en/education/general-education>

8.3 Industrial Attachment Office

<https://iao.hksyu.edu/>

8.4 Study Abroad and Exchange Scheme

Centre for Global Engagement (CGE)

<https://cge.hksyu.edu/>

8.5 Office of Student Affairs

Counselling services

<https://osa.hksyu.edu/counselling-services/>

8.6 Student Financial Assistance and Scholarships

<https://www.hksyu.edu/en/admissions/scholarships>

Remarks:

1. More detailed information can be found in the Student Handbook

<https://registry.hksyu.edu/handbook.html>

2. Students must observe the newest policies and arrangements announced by the University.

END