The Hong Kong Polytechnic University Department of Applied Social Sciences

Application for Attached Fieldwork Placement

Part 1 – Student Information

Name of Applicant :		
Name of Applicant : (English in BL	OCK LETTERS)	(Chinese)
Student I.D. Number:	Telephone Number:	
Are you a RSW?	If yes, RSW No.	
Setting/Clientele of past fieldwork placement	(s):	
1st Placement : Setting	Clientele:	
2 nd Placement : Setting	Clientele :	
Part 2 – Agency Information (Current Empl	oyment)	
Name of Agency:	•	
No. of Years Working in the Agency:		
Name of Unit:		
Applicant's Job Title in the Agency:		
Nature and Work Duties of Applicant:		

Part 3 – Proposed Placement Unit

Placement :	Mode :	
From:	To:	(Dates)
Name of Unit Proposed for Attached Place	cement :	
Is the proposed placement unit the current Name of In-charge / Supervisor of Attach		
Job Title of In-charge / Supervisor :		
Telephone Number of In-charge / Superv		
Email address of In-charge/ Supervisor:		
Professional qualification of In-charge / S		
If others, plea	ase specify:	
Degree / Postgraduate / Others (Plea	1 0/	
No. of established posts of social workers in Time Release ¹ granted by Agency : Will applicant be given fieldwork assignment.	hours / week (durin	ng placement period)
Fieldwork Assignments Available : 1 2		
3		

¹ Time release is the time agency releases student for fieldwork during his/her normal working hours, and that the student is not required to make up for the working hours used for fieldwork.

Part 4 – Agreement and Signature

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1)	I complete the above information to the best of my knowledge and I would like to apply fo attached placement.		
2)	I have undergone thorough discussion with my supervisor about the benefit of an attack placement for my career advancement and professional development within my agency. I hereby declare that, to the best of my knowledge, I conflict of inter (pecuniary or other personal interest, direct or indirect) in connection with the attack unit.		
3)			
Sig	gnature :	Date :	
Suj	pervisor of Applicant in Work Place		
1)	The performance of the applicant is	and we	
	recommend him/her for taking up new duties in o		
2)	Applicantreleased from work dut	ies when s/he has to attend fieldwork	
	activities during the placement period.		
3)	I to the above arrangement and	attached placement for the	
-)	applicant.		
S	ignature:		
N	ame of Supervisor :	Position:	
T	elephone Number :	Date :	
E	mail Address :	<u> </u>	
Pai	rt 5 – Assessment by Fieldwork Team (To be com	pleted by Fieldwork Team)	
Res	sult:		
Co	mments:		
		_	
Sig	nature of Fieldwork Coordinator:		
Na	me :	Date :	