

THE HONG KONG POLYTECHNIC UNIVERSITY

Department of Applied Social Sciences

Duty plan for Attached Placement Application

(This Duty Plan should be submitted with the Application for Attached Fieldwork Placement)

Student Name: _____

Student ID.: _____

Application of Placement Period: _____

Students should present their plans in how they address the competing demands of the course work, fieldwork placement and their work duties in the table below.

Date/Time	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
AM							
PM							
Evening							
Total Hours/week							

Reminders:

- 1 session = 4 hours
- For concurrent placement: 5 sessions a week for MSW students, 4 sessions a week for BASW students
- For block placement: 10 sessions a week for MSW and BASW students.