

Social Work Field Education

Information Sheet for Students: Work-based Placements

1. Introduction

The field education component for both the Bachelor and Master of Social Work degrees requires the completion of two 500-hour placements. Placements in a student's place of employment can be considered when there is a clear distinction between a student's employment role and their student role. To ensure this and to avoid conflicts of interest, in addition to all other field education criteria, the [ASWEAS Field Education Standards 2021](#) stipulate that the 'placement will not be in the student current work role nor under their current supervisor'.

2. University Requirements

In addition to the ASWEAS 2021 requirements referenced above, students must also ensure that all academic prerequisites and topic requirements, as well as all WIL compliance requirements are met. **All other usual placement-related processes apply** to work-based placements – please refer to the Social Work Field Education Placements section of [Flinders Learning Online](#) for more information. As a result, the start date of work-based placements will, as far as possible, be aligned with all other students at the commencement of the semester. Any variation in start date is subject to the approval of the Topic Coordinator.

* Please note, agencies such as DCP have their own policy related to Social Work work-based placements. DCP policy does not allow for work-based placements and so we cannot assess and approve applications from DCP employees.

3. Application Deadlines

Please note: Applications will only be assessed when they come complete with supporting documentation. Late applications will only be considered where new employment has been secured after the deadline; however, we cannot guarantee late applications will be processed in time for your preferred semester.

4. Application Procedure

Students interested in applying for a work-based placement must:

- Review [Australian Social Work Education and Accreditation Standards](#) (ASWEAS) 2021: Section 4: Field Education Standards and familiarise themselves with the requirements.
- Discuss the ASWEAS 2021 requirements with their employer and negotiate change in role and supervision in order to meet requirements.
- Complete the work-based placement application form and follow the InPlace Self-Placement User Guide to upload application form and supporting documentation (current official job description and proposed placement role official job description. Both these documents need to be on official organizational letterheads, signed and dated by relevant manager, scanned and uploaded. Please note, we will not accept hand typed word documents in place of official job descriptions.)

5. Assessment of application

After an application is submitted (including all supporting documentation), the WIL Team will assess application and if the application meets the requirements, they will arrange for a phone discussion to confirm details and expectations with the workplace and student before lodging approval. If the application does not meet the requirements, the WIL team will email the student and workplace detailing the reasons for declining the application. The student will then have the choice to join the general placement process and be allocated a Flinders placement or defer their placement to a future semester.

6. Contacts and Enquiries

If you require additional information or wish to discuss your application further, please contact:
The WIL Team swplacements@flinders.edu.au