

# Social Worker

## Registration Process

### Alberta College of Social Workers (ACSW) Application for Registration

(Application fee: \$80)

Applicants must provide:

- ✓ Completed application form
- ✓ Academic credentials assessment results from Canadian Association of Social Workers (preferred) or IQAS (Specialized Assessment)
- ✓ Current criminal record check
- ✓ Resumé
- ✓ Character reference
- ✓ Proof of liability insurance (when employed)

### ACSW Decision

#### ACSW Provisional Registration

- ✓ Annual fee (varies)
- ✓ 1,500 social work practice hours
- ✓ Exam requirement

#### Applicant Not Accepted

#### Alternative Careers

- ✓ Addictions counsellor
- ✓ Career development professional
- ✓ Child and youth care worker
- ✓ Community health representative
- ✓ Correctional services worker
- ✓ Creative arts therapist
- ✓ Gerontological specialist
- ✓ Marriage and family counsellor
- ✓ Mediator
- ✓ Mental health worker
- ✓ Parole/probation officer

### ACSW Registration

(Annual fee varies)

## **Social Worker**

### Registration Process

#### **Description of Occupation**

Social Workers help people, communities and organizations develop the skills they need to improve their social functioning and social environments. They also connect them with available resources needed to do so, through counseling, education, referrals and other means of assistance. Social Workers may work for hospitals, government, schools, and community agencies or in private practice. They can provide assessments, counselling, treatment, and referral services to clients. They can also be involved in social policy or program research and development.

#### **Registering in Alberta**

Registration is mandatory in Alberta for qualified social workers and you will need to register with the Alberta College of Social Workers (ACSW).

To apply for registration you will have to complete an online Application for Registration through the ACSW website, which will include information about your education, work history, experience and references, which are outlined in the document below.

Contact information and a link to the Application Form can be found at the end of this document.

#### **Residency Requirement**

There is no residency requirement to begin the registration process.

#### **Requirements**

The following process is for Social Workers who trained outside of Canada.

##### **1. Academic Credentials**

Before you apply for registration, you must have your credentials assessed. You must have a degree or diploma that is specifically in Social Work and acceptable to the ACSW.

To have your credentials evaluated, apply for an assessment from the Canadian Association of Social Workers (CASW) [www.casw-acts.ca](http://www.casw-acts.ca). For the assessment you will be required to provide official documentation indicating courses taken and number of hours of credits or hours of study.

The CASW assessment is preferred, but Alberta College of Social Workers may also accept a specialized assessment from the International Qualifications Assessment Service (IQAS).

##### **2. Other Requirements**

Along with your Academic Credentials and Application, you must submit the following to ACSW:

- A resumé outlining your work history over the past five (5) years
- Fees
- Evidence of having professional liability insurance (insurance provided through your employer is acceptable). If you are not currently working, you must forward evidence of your insurance to ACSW when you begin working.

### 3. **Good Character and Reputation**

You must submit the following to ACSW to prove your good character and reputation:

- A current criminal record check, completed within six (6) months from the date of your Application
- A reference to prove your good character and reputation. A Character Reference form is provided in the Application for Registration package. This does not have to be completed by a Registered Social Worker.

### 4. **Work Experience**

If your credentials are acceptable, you may be provisionally registered with the ACSW until you complete at least 1,500 hours of Social Work practice under the supervision of a Registered Social Worker. This is a legal requirement that all social workers in Alberta must meet. Practice hours must be completed after arrival to Canada, and would require that you find either a paid or unpaid position in a related field.

If you are already working or volunteering in the Social Work field when you apply for registration, you must:

- Complete “Section 4: Employment Information” on your Application for Registration.

You will also detail your work experience (past or present) and any previous licensing, certification or registration you have had in the Application’s appendices.

### 5. **Examinations**

Section 6(2) of the Social Workers Professional Regulations states that the Registrar may require the applicant to undergo any examination, testing or other assessment activities to assist with a determination of competence.

### **English Language**

You must be able to communicate in English, but English language testing is not required.

### **Payment**

The following fees may apply for internationally trained applicants. All fees are in Canadian dollars and are subject to change. Check with ACSW for the most up-to-date fees.

<b>Application Fee</b>	\$80
<b>Annual dues – Effective July 01, 2016</b>	
If you are employed in the Social Work field	\$400
If you are seeking employment in the Social Work field	\$400
If you are working as a volunteer in an unpaid position or are inactive in Social Work	\$200
<b>Other fees</b>	
CASW Credentials Assessment	\$339
IQAS Specialized Assessment	\$200 + \$75 for each additional credential

## Average Earnings

The overall average earnings for Social Workers, according to the Alberta 2013 Wage and Salary survey, were:

Average hours worked per week	32.2
Average wage per hour	\$40.24
Average salary per year	\$67,175

## Employment Options

You can also consider working in Alberta in alternative careers such as Addictions Counsellor, Career Development Professional, Child and Youth Care Worker, Community Health Representative, Correctional Services Worker, Creative Arts Therapist, Gerontological Specialist, Marriage and Family Counsellor, Mediator, Mental Health Worker or Parole/Probation Officer.

For more information about additional employment options, go to the following website:

[Alberta Learning Information Service \(ALIS\) Occupational Profiles—Social Worker](http://www.alis.alberta.ca/occinfo)

([www.alis.alberta.ca/occinfo](http://www.alis.alberta.ca/occinfo)).

## Contact Information

Alberta College of Social Workers (ACSW)

#550 10707 100 Avenue NW

Edmonton, Alberta T5J 3M1

Phone: 780-421-1167

Toll-Free Phone: 1-800-661-3089

Fax: 780-421-1168

Toll-Free Fax: 1-866-874-8931

Website: [www.acsw.ab.ca](http://www.acsw.ab.ca)

Canadian Association of Social Workers

402-383 Parkdale Avenue

Ottawa, Ontario K1Y 4R4

Phone: 613-729-6668

Fax: 613-729-9608

Website: [www.casw-acts.ca](http://www.casw-acts.ca)

International Qualifications Assessment Service (IQAS)

9th Floor, 108 Street Building

9942 - 108 Street

Edmonton, Alberta T5K 2J5

Phone: 780-427-2655

Fax: 780-422-9734

Website: [www.work.alberta.ca/iqas](http://www.work.alberta.ca/iqas)

## Resources

This information is an overview of the registration process. For the most current information visit the Alberta College of Social Workers (ACSW) website at [www.acsw.ab.ca](http://www.acsw.ab.ca).

ACSW Application Survey:

Click on [Apply Now](#) from the home screen to complete a short survey to determine your eligibility for registration.

Academic Credentials:

[Canadian Association of Social Workers \(CASW\)](#)

[International Qualifications Assessment Service \(IQAS\)](#)