



**4. Return-to-Practice Exam Requirement**

As a registrant returning to practice after having been in the Non-Practising class for more than five years, you are required to pass one of the licensure exams developed by the Association of Social Work Boards (ASWB). The purpose of this requirement is to ensure that you have the minimum level of knowledge, skills and abilities required to perform tasks on the job safely and competently. The type of exam you are required to pass depends on the class of registration you were previously registered in prior to transferring to the Non-Practising class and the highest social work degree you have obtained (see the table below). Please note that you will be asked to provide an official transcript of your highest social work degree to the College if it is not already on file.

<b>Class of Registration Prior to Transferring to Non-Practising Class</b>	<b>Highest Social Work Degree Obtained</b>	<b>ASWB Exam You Are Required to Pass</b>
Full	BSW	Bachelors
Full	MSW	Masters
Clinical	MSW	Clinical
Clinical	Doctoral Degree in Social Work	Clinical

Upon receiving and processing your Return to Practice Declaration, the College will send you an email approving you to take an ASWB exam applicable to you. To transfer to the Full or Clinical class, you are required to pass the exam within one year from the date you receive your exam approval email from the College. The ASWB website ([www.aswb.org](http://www.aswb.org)) has helpful information about the exam. You will also receive more details about the exam in your exam approval email. Once you have passed the exam, you will receive an invoice for a transfer fee. Upon receiving your payment, the College will transfer you to the Full or Clinical class and send you a confirmation email.

Based on the information above, complete the following Declaration section.

**5. Declaration**

- I understand that I am required to pass the ASWB \_\_\_\_\_ exam within one year from the date I receive my exam approval from the College to transfer to the Full or Clinical class of registration.
- I attest that my return to, and continuing practice of, social work will be in compliance with the *Social Workers Act*, *Social Workers Regulation*, the *Bylaws*, *Standards of Practice*, policies, and guidelines of the College.

Name \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_