



northern
ireland social care council

Registration on the Northern Ireland Social Care Register

Information for applicants to Honours Degree in Social Work courses in Northern Ireland

All social work students studying for the Honours Degree in Social Work in Northern Ireland must be registered with the Northern Ireland Social Care Council.

This leaflet provides information on the NISCC Social Care Register and how to apply to be registered as a social work student in Northern Ireland.

What is the NISCC?

The Northern Ireland Social Care Council (NISCC) is an independent public body established in October 2001 under the Health and Personal Social Services Act (Northern Ireland) 2001. The Act requires the Council to:

- Set the standards for social work education and training, including the approval of courses in social work.
- Set standards of conduct and practice for social workers, social care workers and social work students, by providing a 'Code of Practice for Social Care Workers.'
- Register all social workers, social care workers and social work students.
- Investigate complaints of misconduct concerning a Registrant.

Registration – an essential requirement

All social work students commencing the social work degree in Northern Ireland are **required** to register with NISCC in order to undertake the course.

Only those applicants suitable for Registration will be allowed to undertake the social work course. This is in addition to meeting the conditions of an offer from the educational institution to which you have applied.

Other UK Councils

There are equivalent social care regulatory bodies in Wales, England and Scotland, who also register social work students:

- The Care Council for Wales
- The General Social Care Council
- The Scottish Social Services Council

NISCC works closely with these Councils to ensure that standards of training, conduct and practice for social work and social care are consistent across the UK.

For further information about NISCC and Registration for the social care workforce:

Check out our website www.niscc.info
Email registration@nisocialcarecouncil.org.uk
Telephone the Registration Team on **028 9041 7633**

You can find out more about the other UK Councils from their websites:

Wales - www.ccwales.org.uk
England - www.gsccl.org.uk
Scotland - www.sssc.org.uk

What is Registration?

The aim of Registration is to make sure that all social workers, social care workers and social work students are suitable for work in social care. NISCC does this by asking applicants to provide evidence that they are suitable for Registration. The evidence provided must satisfy NISCC that applicants:

- Are of good character;
- Are physically and mentally fit to practise; and
- Agree to comply with the 'Code of Practice for Social Care Workers'.

How do I register as a social work student with the NISCC?

To register with the NISCC, you must make an application to register which includes:

- An application form
- A 'Request for Criminal Records Check'
- A copy of your birth certificate
- A copy of appropriate photographic identification
- An application fee of £10

Applicants are also asked to declare any health conditions, criminal offences or disciplinary records. A declaration will not necessarily prevent applicants from being registered.

Students will be registered for the duration of their social work degree and will be required to pay a fee of £10 every year.

A student can be registered for a maximum period of seven years. Failure to pay your fee may result in removal from the course.

What happens next?

1. Before you can apply for Registration as a social work student you must have received and accepted an offer of a place on a social work degree course.
2. You will then be sent an application pack for Registration. You should complete this immediately and return it to the NISCC, so that we can start to process your application as quickly as possible.
3. We will confirm receipt of your application form (acknowledgement letter) and give you a reference number which you should use in all communication with us.
4. When you enrol with the University on your first day you must bring your acknowledgement letter with you. You will also be asked to complete a 'Notification of Commencement' form which will be signed by you and your lecturer. This will be returned to NISCC by the University, confirming you have started your course and have applied to register with the NISCC.
5. We will process your Registration as quickly as possible and your Registration status will be confirmed to you and the educational institution.
6. **Please note** – we require six weeks to process a straightforward Registration application therefore it is essential that you complete and return your Registration application to the NISCC promptly. Delay in returning your application will also delay the DHSSPS in processing any student financial incentives you are entitled to.

Keeping the NISCC up to date

It is your personal responsibility to keep the NISCC updated on your personal circumstances.

Please make sure to tell us about:

- Change of name
- Change of address
- Change in your status on the course (e.g. deferral, sickness, temporary withdrawal or leave of absence etc)
- Change in your criminal record
- Change in your disciplinary record

Failure to notify the NISCC of any change in your circumstances may be viewed as misconduct and could affect your Registration. If in any doubt, please contact us as soon as possible for advice.

What happens after I qualify?

When you successfully qualify with the Honours Degree in Social Work your participation on the course will cease and you will be removed from the Student Part of the Social Care Register.

You should apply for transfer to the Social Work part of the Register as soon as possible. This will enable you to apply for employment as a social worker and start work quickly following confirmation of your qualification result. You will need to complete application form AF7 to transfer your Registration. This form will be supplied to all students prior to graduation and it is also available to download from the NISCC website www.niscc.info

Each student who qualifies in the Degree in Social Work in NI is subject to the Assessed Year in Employment (AYE) - further information is available on our website www.niscc.info. Following successful completion of this you will be placed on the Social Work part of the NI Social Care Register with the AYE condition removed.

NISCC Registration Team Contact details

**Contact the NISCC Registration Team if you have any queries
about registering with NISCC**

Registration Team
Northern Ireland Social Care Council
7th Floor Millennium House
19-25 Great Victoria Street
BELFAST
BT2 7AQ

Tel: **028 9041 7633**
Fax: **028 9041 7601**
Textphone: **028 9023 9340**

E-mail: **registration@nisocialcarecouncil.org.uk**
Web: **www.niscc.info**

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