Social Work England (SWE) Overseas Pre-Application Checklist

Prepare all required supporting documents before submitting your online application. Missing documents will delay assessment, and you only have 28 calendar days to respond to further-information requests.

1. Identity & Personal Account

- ☐ Personal email address for your SWE online account
- ☐ Valid biometric passport (or high-resolution colour photos showing all 4 edges for manual ID verification)
- ☐ Proof of any name changes (or employer letter if practising under a different name)
- ☐ Certified English translations for any non-English documents

2. Social Work Qualification

- ☐ Colour copy of your social work degree certificate(s) showing the award date
- ☐ Certified full academic transcript(s) showing all modules studied (provide both if you hold a BA & MA)
- ☐ Name, postal address, and professional email for your course provider and awarding body
- ☐ Evidence of qualifying practice placements & training

3. Knowledge of English

- ☐ Confirm your eligible route (majority-English-speaking country / citizenship, qualifying degree taught & examined in English, regulated practice, or IELTS Academic)
- ☐ If using IELTS Academic: test-centre version, overall 7.0+, awarded within the last 2 years, with TRF number ready

4. Employment, Registration & Checks

- ☐ Current and previous social work employer contact details
- ☐ Current or previous regulator details (registration number & dates, if applicable)
- ☐ Notify third parties (universities, employers, regulators) so they can reply to SWE within 28 calendar days
- ☐ Details of any criminal, health, barring, or fitness-to-practise declarations + funds for the scrutiny fee

5. Which Supporting Forms Do You Need? (Not Everyone Needs All Three)

Depending on your qualification, whether your course is on SWE's assessed list, when you qualified, and your recent practice history, you may also need to prepare one or more of SWE's three main supporting forms **prior to submitting**:

Course Information Form | **Experience & Training Form** | **Updating Skills & Knowledge Form**

Which forms apply to you depends on your individual qualification and practice history—The SWE Registration Guidance Toolkit walks through each one so you can prepare the right documents with confidence.

Get Clear on Exactly What You Need Before You Apply

Download *The SWE Registration Guidance Toolkit (£15)* to see which supporting documents apply to your situation, how to complete them, and real case studies—or book a *1-to-1 SWE Consultation (£45)* (includes the Toolkit).

ukworklife.com

© Work and Life in the UK (ukworklife.com) · Aligned with official Social Work England overseas applicant guidance. Always check socialworkengland.org.uk for the latest requirements.