

## **Assessment, Administration, and Documentation in Social Work**

Utredning, handläggning och dokumentation i socialt arbete  
7.5 credits

Programme course

745G51

Valid from: 2022 Autumn semester

<b>Determined by</b>	<b>Main field of study</b>	
Course and Programme Syllabus Board at the Faculty of Arts and Sciences	Social Work	
<b>Date determined</b>	<b>Course level</b>	<b>Progressive specialisation</b>
2011-03-25	First cycle	G1F
<b>Revised by</b>	<b>Disciplinary domain</b>	
Chairman of the Course and Programme Syllabus Board at the Faculty of Arts and Sciences	Health care	
<b>Revision date</b>	<b>Subject group</b>	
2014-10-03; 2020-12-16; 2023-01-13	Social Work and Social Welfare	
<b>Offered first time</b>	<b>Offered for the last time</b>	
Autumn semester 2011		
<b>Department</b>	<b>Replaced by</b>	
Institutionen för kultur och samhälle		

## Course offered for

- Social Work Programme

## Entry requirements

General entry requirements for undergraduate studies  
and

Social Studies and Mathematics corresponding to the level in Swedish upper  
secondary education (Samhällskunskap 1b or 1a1 and 1a2 and Matematik  
2a/2b/2c or Matematik B)

and

45 ECTS credits from the Social Work Programme year one including  
Social/Welfare Law, 7,5 ECTS credits or equivalent

## Examination

If special circumstances prevail, and if it is possible with consideration of the  
nature of the compulsory component, the examiner may decide to replace the  
compulsory component with another equivalent component.

If the LiU coordinator for students with disabilities has granted a student the right  
to an adapted examination for a written examination in an examination hall, the  
student has the right to it.

If the coordinator has recommended for the student an adapted examination or  
alternative form of examination, the examiner may grant this if the examiner  
assesses that it is possible, based on consideration of the course objectives.

An examiner may also decide that an adapted examination or alternative form of  
examination if the examiner assessed that special circumstances prevail, and the  
examiner assesses that it is possible while maintaining the objectives of the  
course.

Students failing an exam covering either the entire course or part of the course  
twice are entitled to have a new examiner appointed for the reexamination.

Students who have passed an examination may not retake it in order to improve  
their grades.

## Grades

Three-grade scale, U, G, VG

## Other information

Planning and implementation of a course must take its starting point in the wording of the syllabus. The course evaluation included in each course must therefore take up the question how well the course agrees with the syllabus.

The course is conducted in such a way that there are equal opportunities with regard to sex, transgender identity or expression, ethnicity, religion or other belief, disability, sexual orientation and age.

If special circumstances prevail, the vice-chancellor may in a special decision specify the preconditions for temporary deviations from this course syllabus, and delegate the right to take such decisions.