

THE HONG KONG PSYCHOLOGICAL SOCIETY
DIVISION OF EDUCATIONAL PSYCHOLOGY

SUPERVISION SCHEME
APPLICATION FORM

PART I. PERSONAL PARTICULARS:

Please use **block capitals**

Title: Ms/ Miss/ Mrs./ Mr./ Dr (please circle the appropriate)

Surname: _____ First name: _____

Name in Chinese: _____

Address: _____

Telephone No.: _____ (day) _____ (evening)

_____ (Mobile/Pager)

Fax No. : _____ E-mail Address: _____

Membership of the Hong Kong Psychological Society

(Please tick the relevant box)

Fellow

Associate Fellow

Graduate Member

ACADEMIC QUALIFICATIONS

Tertiary Institutes	Major	Degree/Diploma (date awarded)

* Please attach evidence of your qualifications (e.g. copies of certificates, full transcripts including grades awarded, and descriptions of the coursework component).

PART II. INTERNSHIP PLAN

(I) Experiences in Previous Internship

(A) Placement Settings and Period *(please list in chronological order)*.

Placement Setting	Main Clientele	Nature of placement	Date		No. of hours
1.			From	To	
2.			From	To	
3.			From	To	
4.			From	To	

(B) Range of Work in Previous Placements *(please put a number in the appropriate box to denote the number of occasion you have had certain training experience during the placement, e.g., if you have conducted three parents workshops, please put 3 in the corresponding box)*

		Placements			
		1	2	3	4
1	<u>Student Case Work</u>				
1.1	Case Nature				
	a. learning difficulties				
	b. emotional and behavioural difficulties				
	c. known psychiatric conditions				
	d. multiple difficulties				
	e. others (pl. specify) _____				
1.2	Assessment				
	Psychometric assessment (e.g. WISC, BAS)				
	a. _____				
	b. _____				
	c. _____				
	d. _____				
	e. _____				
	f. _____				
	g. _____				
	h. _____				

Other forms of assessment (e.g. interview, observation)

- a. _____
- b. _____
- c. _____
- d. _____
- e. _____
- f. _____

	1	2	3	4

1.3 Intervention (e.g. development of IEP, consultation)

- a. _____
- b. _____
- c. _____
- d. _____
- e. _____
- f. _____

2 Group Work (include small groups, seminars, talks, and workshops)

2.1 Students

- a. study skills
- b. thinking / creativity
- c. personal growth
- d. social skills / communication
- e. others (pl. specify) _____

2.2 Parents

- a. providing learning support to children
- b. managing behavioural and emotional difficulties
- c. communicating with children
- d. understanding a particular type of special needs (pl. specify)

- e. others (pl. specify) _____

2.3 Teachers

- a. stress management
- b. guidance / discipline work in school
- c. classroom management skills
- d. counselling skills
- e. topics related to classroom teaching and learning
- f. understanding a particular type of special needs (pl. specify)

	1	2	3	4
a. stress management				
b. guidance / discipline work in school				
c. classroom management skills				
d. counselling skills				
e. topics related to classroom teaching and learning				
f. understanding a particular type of special needs (pl. specify)				

3 Systems Work / Consultation

3.1 Consultation on:

- a. remedial / developmental programmes / projects
- b. policies and operations (e.g. SEN policy)
- c. curriculum development
- d. others (pl. specify) _____

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b. policies and operations (e.g. SEN policy)				
c. curriculum development				
d. others (pl. specify) _____				

3.2 Collaborated with teachers/school personnel on:

- a. group work or mass programmes
- b. curriculum related work
- c. others (p. specify) _____

a. group work or mass programmes				
b. curriculum related work				
c. others (p. specify) _____				

3.3 Research Work / Projects (pl. specify topics)

- a. _____
- b. _____
- c. _____
- d. _____

a. _____				
b. _____				
c. _____				
d. _____				

(II) Internship Plan

Proposed setting and period (permission of the agency/ies must be obtained)

Setting	Main Clientele	Work Nature	Date		No. of hours
			From	To	

Proposed supervisor: _____

(consent of supervisor must be obtained)

In relation to the above section, identify your professional development needs and objectives, and formulate a professional development plan, considering the area below (in conjunction with your supervisor). You may wish to refer to the attached reference list of skills/qualities.

➤ **Professional Conduct & Personal Qualities**

➤ **Assessment Skills**

➤ **Interview Skills**

➤ **Intervention Skills**

Individual Level

Group Level

School/Systems Level

➤ **Consultation Skills**

➤ **Report Writing and Record Keeping**

Acknowledgement

The Division of Educational Psychology (DEP) of the Hong Kong Psychological Society (HKPS) would like to thank the M. Soc. Sc. Programme in Educational Psychology of The University of Hong Kong for giving permission to adapt their fieldwork practicum learning log for the Supervision Scheme.

Personal Information Collection Statement (PICS)

Purpose of Collection

1. Personal data collected will be used by The Hong Kong Psychological Society Limited (“Society”) for the purposes of:
 - i. processing and vetting any membership application and updating (including changing to different categories of membership), and related returns and notifications;
 - ii. verifying membership and identity;
 - iii. proving of consent & agreement;
 - iv. issuing invitation letters, appointment letters, congratulation letters, letters of good standing, testimonials, & certificates;
 - v. organizing, communicating, promoting, inviting, providing, enrolling, vetting, and verifying of various services to members and public (meetings, subscription of publications, training, continuing education, sponsorship, social, promotional, recreational and other programmes or activities); and
 - vi. conducting recruitment and human resources purposes (including consideration of job, volunteer, mentorship and internship applications).
2. It is obligatory for you to supply the Society with the data requested in this form. A failure to provide the requested personal data, or the provision of inaccurate or incomplete information may result in the Society not being able to process the application, or for the Society to perform its functions or powers.

Transfer of Personal Data

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Enquiries

5. Enquiries concerning your personal data provided in your enquiry, including making access and correction, should be addressed to:

General Secretary, The Hong Kong Psychological Society Limited, Unit 1211, The Metropolis Tower, 10 Metropolis Drive, Hung Hom, Kowloon, Hong Kong

Email: admin@hkps.org.hk

Privacy Policy Statement

6. You may click [here](#) for the Privacy Policy Statement of the Society.

I have read and understand the above Personal Information Collection Statement (PICS).

Signed _____
(e-signature is not accepted)

Date _____