



ATTESTATION

OF PARTICIPATION

This certificate is claimed by

.....
print participant's full name

for completing the online professional development

title of course, conference, webinar or workshop

delivered by the Nova Scotia College of Social Workers

on _____.
date of completion

PARTICIPANT SIGNATURE

DATE

HOW TO USE THIS TEMPLATE

The Nova Scotia College of Social Workers (NSCSW) does not certify whether individual participants have attended online trainings. However, NSCSW members must annually reaffirm their commitment to their professional code of ethics and standards of practice during registration renewal; as such, they are expected to accurately and honestly report their professional development activities. NSCSW members must also retain personal copies of professional development records for at least three years.

This self-certification template is an optional tool, offered to facilitate accurate record-keeping in professional portfolios. It should only be used for online learning delivered by NSCSW.

Registrants of other regulators are welcome to use this template. However, this form of self-certification may not satisfy the requirements of other professional regulatory bodies.

For NSCSW members

1. Please fill out the front of the certificate template with your name, the title of the webinar, workshop or conference, and the viewing or participation date.
2. Sign and date the front of the certificate.
3. If printing a physical copy of your certificate, print double-sided and write your member number here: _____ # of training/activity hours: _____ and any reference notes about how you hope or expect this professional development activity to contribute to your learning/growth as professional social worker:

4. If saving a digital copy of this certificate, we recommend changing the filename to include the training title and date.
5. Complete your professional development inventory in the member section of our online registry portal, including your reflection on how this learning will contribute to your practice. Upload verification documents if this is formal learning (note: you are still required to separately retain your own copies of your professional development records for three years).