

# SACSSP REGISTRATION FORM FOR STUDENT SOCIAL WORKERS Workbook

**sacssp registration form for student social workers** is a crucial document designed to streamline the registration process for aspiring social workers enrolled in various educational programs. This form serves as a foundational step for students who wish to become recognized and certified social workers under the South African Council for Social Service Professions (SACSSP). Proper registration ensures that students meet the necessary professional standards, adhere to ethical guidelines, and are eligible for future employment opportunities within the social services sector.

## Understanding the SACSSP Registration Process for Student Social Workers

The SACSSP registration process is structured to support the professional development of social work students and to uphold the integrity of the social services profession in South Africa. Registering as a student social worker is not only a legal requirement but also a vital step in gaining practical experience and access to supervised fieldwork.

## Why is SACSSP Registration Important?

- **Legal Compliance:** It is a statutory requirement for all student social workers to register with SACSSP before commencing fieldwork.
- **Professional Recognition:** Registration officially recognizes students as part of the social work community, allowing them to practice under supervision.
- **Access to Resources:** Registered students gain access to training, mentorship, and professional development opportunities.
- **Career Advancement:** Registration is a prerequisite for eventual full registration as a professional social worker.

## Key Components of the SACSSP Registration Form for Student Social Workers

The registration form captures vital information to verify the student's identity, academic progress, and suitability for practice. Ensuring accurate and complete submission of the form is essential for a smooth registration process.

## Personal Information

- Full name and surname
- Date of birth
- Identity document number or passport number
- Contact details (phone number, email address)
- Residential address

### Academic Details

- Name of the educational institution
- Course title (e.g., Bachelor of Social Work, Honours in Social Work)
- Student registration number or admission number
- Year of study or expected graduation date
- Academic transcript or proof of enrollment

### Fieldwork Details

- Name of the placement organization
- Duration of fieldwork placement
- Supervisor's details (name, registration number, contact information)
- Fieldwork placement start and end dates

### Declaration and Consent

- Student's declaration confirming the accuracy of information provided
- Consent to SACSSP to verify academic and fieldwork details
- Agreement to adhere to SACSSP's code of ethics and professional standards

### Step-by-Step Guide to Completing the SACSSP Registration Form

To ensure that your registration process is seamless, follow these detailed steps:

- Obtain the Form: Download the latest SACSSP registration form from the official website or request a physical copy from your institution.

- Fill Out Personal Details: Carefully complete all personal information fields, making sure names and identification details are correct.

- Attach Supporting Documents:

- A certified copy of your ID or passport
- Proof of enrollment or current academic transcript
- Details of your fieldwork placement (may include a letter from the organization)

- Complete Academic and Fieldwork Sections: Provide accurate information about your course and placement details.

- Read and Sign Declarations: Carefully review the declaration and consent sections, then sign and date the form.

- Submit the Form: Submit the completed form along with all supporting documents through the specified channel?online portal, email, or physical submission.

- Pay Registration Fees: Pay any applicable registration fees as stipulated by SACSSP to process your registration.

### Common Challenges and How to Avoid Them

While filling out the SACSSP registration form, students may encounter certain challenges. Being aware of these can help you avoid delays:

- Incomplete Forms: Ensure all sections are filled out correctly; missing information can lead to rejection.

- Uncertified Documents: Attach certified copies to prevent delays due to verification issues.
- Incorrect Details: Double-check all personal and academic information before submission.
- Late Submission: Be mindful of deadlines to avoid missing registration periods.
- Payment Issues: Confirm the payment process and keep proof of payment.

### Frequently Asked Questions (FAQs) About SACSSP Registration for Student Social Workers

Who is eligible to register as a student social worker with SACSSP?

Students enrolled in recognized social work degree programs, actively undertaking fieldwork

placement, are eligible to register as student social workers.

How long does the registration process take?

Processing times vary but typically range from 2 to 4 weeks, depending on the completeness of your application and verification procedures.

Can I practice as a social worker before registration?

No, practicing as a social worker without registration is illegal and can lead to disciplinary action.

What are the fees associated with registration?

Fees vary; consult the SACSSP official website for current fee structures related to student registration.

How do I update my registration information?

Contact SACSSP directly or access your online account to update personal or academic details as necessary.

### Importance of Maintaining Your Registration Status

Once registered, it is vital to maintain your status by:

- Renewing registration annually before the expiration date
- Adhering to the code of ethics and professional standards
- Completing continuous professional development (CPD) requirements
- Reporting any changes in academic or fieldwork arrangements to SACSSP

Failure to comply with these obligations can result in deregistration, affecting your ability to practice legally.

### Conclusion

The SACSSP registration form for student social workers is more than just a bureaucratic requirement; it is a gateway to professional recognition and ethical practice within the social services sector in South Africa. By understanding the registration process, carefully completing the form, and submitting all necessary supporting documents, students can ensure a smooth transition into their professional journey. Remember to stay updated with SACSSP policies and deadlines to maintain

your registration status and advance your career as a social worker dedicated to making a meaningful impact in communities across South Africa.

**Keywords:** SACSSP registration form, student social workers, social work registration, SACSSP application process, social work students South Africa, professional registration, fieldwork registration, social worker certification, social services regulation

## SACSSP Registration Form for Student Social Workers: A Comprehensive Guide

Embarking on a journey into professional social work requires more than just passion and dedication; it necessitates formal recognition and adherence to ethical standards set forth by regulatory bodies. The SACSSP registration form for student social workers serves as a critical step in formalizing your status as an aspiring social worker, ensuring you meet the necessary requirements to practice ethically and professionally within South Africa's social development landscape. Understanding the intricacies of this registration process, from eligibility to submission, is essential for students keen on establishing a credible foundation in their social work careers.

### What is the SACSSP and Why is Registration Important for Student Social Workers?

The South African Council for Social Service Professions (SACSSP) is the regulatory authority overseeing social service professionals, including social workers, social auxiliary workers, and student social workers. Registration with SACSSP is mandatory for practicing legally within the country, ensuring that practitioners uphold the profession's standards.

For student social workers, the registration process signifies formal recognition of your student status and your commitment to professional standards. It also allows you to access supervised practice placements, gain valuable experience, and, upon completion, transition smoothly into fully registered social workers.

### The Purpose of the SACSSP Registration Form for Student Social Workers

The SACSSP registration form for student social workers serves multiple purposes:

- **Verification of Student Status:** Confirming enrollment in an accredited social work program.
- **Legal Authorization:** Providing the necessary documentation to undertake supervised practice placements.
- **Professional Record:** Establishing a formal record of your engagement with the social work profession.
- **Pathway to Full Registration:** Facilitating a seamless transition from student to registered social worker upon completion of your studies.

## Step-by-Step Guide to Completing the SACSSP Registration Form for Student Social Workers

Navigating the registration process can seem daunting, but breaking it down into manageable steps helps ensure accuracy and completeness.

### - Obtain the Correct Form

- Visit the official SACSSP website.
- Download the Registration Application for Student Social Workers form, typically available under the "Applications" or "Forms" section.
- Ensure you select the latest version to comply with current regulations.

### - Gather Necessary Documentation

Before filling out the form, compile all required supporting documents:

- Proof of Enrollment: A letter or certificate from your university confirming current enrollment in an accredited social work program.
- Academic Transcript: Showing your completed coursework and current standing.
- Identity Document: A valid South African ID or passport.
- Passport-sized Photograph: Recent, clear, and in line with biometric standards.
- Consent and Declaration Forms: Signed statements affirming the accuracy of your information.

### - Complete the Registration Form Accurately

When filling out the form, pay close attention to:

- Personal Details: Full names, date of birth, contact details, and nationality.
- Educational Details: Name of your institution, program, year of study, and student number.
- Placement Details: Information about your supervised practice setting, including the organization and supervisor contact details.
- Declaration and Consent: Your acknowledgment of the code of ethics and understanding of registration requirements.

- Review and Sign the Application
  
- Double-check all entries for accuracy.
- Ensure all sections are completed.
- Sign the form where required, preferably in ink and with the appropriate date.
  
- Submit the Application
  
- Attach all supporting documents in the specified format.
- Submit the application either via mail, in person, or through the online portal if available.
- Keep copies of all submitted materials for your records.

### Important Considerations and Tips

- **Ensure Eligibility:** Only students enrolled in accredited programs can register. Verify your institution's accreditation status with SACSSP.
- **Adhere to Deadlines:** Submit your application promptly to avoid delays, especially if you need registration before starting supervised practice.
- **Maintain Communication:** Keep track of your application status and respond promptly to any requests for additional information.
- **Stay Informed:** Regularly check SACSSP updates for changes in registration procedures or requirements.

### Common Challenges and How to Overcome Them

Challenge: Missing or incorrect documentation

Solution: Verify all documents before submission; contact your institution or SACSSP if necessary.

Challenge: Delays in processing applications

Solution: Submit well in advance of your placement start date and follow up with SACSSP if processing takes longer than expected.

Challenge: Understanding the registration requirements

Solution: Consult the official SACSSP guidelines or seek assistance from your university's social

work department.

## Post-Registration: Next Steps for Student Social Workers

Once registered as a student social worker:

- Engage in Supervised Practice: Complete your required fieldwork under the guidance of a registered supervisor.
- Maintain Ethical Standards: Adhere to the SACSSP code of ethics and professional conduct.
- Prepare for Full Registration: Upon completing your academic requirements and supervised practice, apply for full registration to practice independently.

## Conclusion

The SACSSP registration form for student social workers is more than just a bureaucratic requirement; it's a vital step toward establishing your professional identity and ensuring you practice within the legal and ethical frameworks of social work in South Africa. By understanding the process thoroughly, preparing all necessary documentation, and submitting accurate information, you set a solid foundation for your social work career. Remember, registration not only legitimizes your current status but also opens doors to future opportunities and professional growth within the social development sector.

Embark on your social work journey with confidence, knowing that proper registration with SACSSP is your first step toward making a meaningful impact in people's lives through ethical and accredited practice.

**Question** What information is required to complete the SACSSP registration form for student social workers? The registration form requires personal details (name, date of birth, contact information), educational background, proof of enrollment in a recognized social work program, and any previous registration or practice experience relevant to social work. **Answer** How can student social workers submit their SACSSP registration forms online? Student social workers can submit their SACSSP registration forms electronically through the official SACSSP online portal, ensuring all required documents are uploaded correctly and all fields are completed before submission. What are the key deadlines for SACSSP registration for student social workers? The key deadlines typically align with academic year schedules, often around the start of the academic year or semester. It's essential to check the SACSSP official website for specific dates each year to ensure timely registration. Are there any fees associated with registering as a student social worker with SACSSP? Yes, there are registration fees that must be paid during the application process. The fee amount varies and can be confirmed on the SACSSP official fee schedule available on their website. What are the benefits of registering as a student social worker with SACSSP? Registration



provides legal recognition, access to professional resources, supervision opportunities, and a pathway towards full registration as a qualified social worker upon completion of your studies. How can student social workers update their registration details with SACSSP? Students can update their registration information by logging into the SACSSP online portal and submitting the necessary documents or information through the designated update process, or by contacting SACSSP directly for assistance.

**Related keywords:** student social worker registration, SACSSP registration form, social work registration, student registration form, SACSSP application, social worker licensing, registration requirements, student social work registration, SACSSP application form, social work certification

## Sbi Form 60 Application Form

### SBI Form 60 Application Form: Comprehensive Guide for Applicants

**SBI Form 60 Application Form** is a crucial document for individuals who wish to conduct financial transactions without providing their Permanent Account Number (PAN). As one of the most prominent banking institutions in India, the State Bank of India (SBI) offers this facility to ensure compliance with tax regulations while facilitating seamless banking operations. Whether you are a business owner, an individual, or a professional, understanding the nuances of the SBI Form 60 application process can help you avoid penalties and ensure smooth transaction handling.

## What is SBI Form 60?

### Definition and Purpose

SBI Form 60 is a declaration form that individuals or entities can submit to SBI or other banks when they are making transactions that are typically required to involve PAN details but do not possess a PAN. The form acts as a substitute declaration, allowing the bank to process specific financial transactions without the need for PAN submission, provided the total transaction value remains within prescribed limits.

### Why is SBI Form 60 Important?

- Facilitates non-PAN transactions legally.
- Helps individuals who are awaiting their PAN card or have lost it.
- Allows for smooth processing of transactions up to specified limits without PAN.

- Prevents penalties for non-compliance with tax laws.

## Who Should Apply for SBI Form 60?

### Eligible Applicants

The SBI Form 60 application is suitable for individuals or entities who:

- Do not possess a PAN but need to undertake financial transactions such as opening a bank account, making deposits, or investing.
- Are awaiting the issuance of their PAN card.
- Need to make transactions below the specified threshold limits without PAN.
- Are non-residents or foreigners conducting permissible transactions.

### When is Form 60 Required?

Form 60 should be submitted when engaging in transactions such as:

- Depositing cash exceeding Rs. 50,000 in a day.
- Purchasing or selling immovable property.
- Making investments or deposits exceeding Rs. 50,000 in a single day.
- Opening a new bank account without PAN.
- Any other financial transaction mandated by the Income Tax Department where PAN is required but not available.

## How to Fill the SBI Form 60 Application Form?

### Step-by-Step Process

- **Obtain the Form:** Visit the nearest SBI branch or download the form online from the official SBI website.
- **Fill in Personal Details:** Provide accurate information including Name, Date of Birth, Address, and Contact details.
- **Declare Transaction Details:** Clearly specify the nature of the transaction, amount involved, and purpose.
- **Declaration Statement:** Write a declaration stating that you do not possess a PAN and that the information provided is true and correct.
- **Signature:** Sign the form as per your official signature, ensuring it matches the signature on

your identification documents.

## Key Information to Include

- Name of the applicant
- Father's/Husband's Name
- Complete address with PIN code
- Contact number and email ID
- Transaction details: date, amount, purpose
- Declaration statement confirming the absence of PAN
- Date and signature

## Documents Required for SBI Form 60 Application

### Essential Documents

While applying for SBI Form 60, applicants may need to submit the following documents:

- Proof of identity (Aadhaar card, Voter ID, Passport, Driving License)
- Proof of address (Utility bills, Passport, Aadhaar card, Rental agreement)
- Bank account details (if applicable)
- Photographs (passport-sized)

### Additional Supporting Documents

In certain cases, banks may ask for additional documents to verify the applicant's identity and address.

## Submitting the SBI Form 60 Application

### In-Person Submission

You can visit the SBI branch, fill out the form, and submit it directly to the bank officer. Ensure all details are accurate to avoid delays.

### Online Submission

Some SBI branches or online banking platforms may facilitate the submission of Form 60 electronically. Check the SBI official website or mobile banking app for specific procedures.

## Processing Time and Approval

### How Long Does It Take?

The processing time for SBI Form 60 is generally immediate upon submission if all documents are in order. However, verification might take a few working days, especially if additional documents are required.

### Receiving the Acknowledgment

Once approved, applicants receive an acknowledgment or a copy of the form with a unique reference number, which should be preserved for future reference.

## Important Points to Remember

- Always provide accurate and complete information to avoid legal complications.
- Ensure that the declaration is signed and dated correctly.
- Keep a copy of the filled application form and acknowledgment receipt.
- Use the form only for transactions within the permissible limits specified by the Income Tax Department.
- Update your details and apply for a PAN at the earliest to avoid reliance on Form 60 for future transactions.

## Advantages of Using SBI Form 60

- Legal compliance for transactions where PAN is not available.
- Simplifies the process of making financial transactions without PAN.
- Helps avoid penalties for non-compliance with tax laws.
- Provides a formal declaration accepted by SBI and other banks.

## Conclusion

The **SBI Form 60 application form** is a vital document for individuals and entities conducting financial transactions in India without a PAN. It ensures compliance with statutory requirements while offering flexibility for those awaiting their PAN card or opting not to procure one immediately. By understanding the application process, required documents, and legal considerations, applicants can smoothly navigate the process and avoid penalties. Always ensure that your declarations are truthful and accurate, and update your details to transition seamlessly to PAN-based transactions in the future.

## SBI Form 60 Application Form: A Comprehensive Guide to Understanding and Completing the Process

The SBI Form 60 Application Form is an essential document for individuals and entities involved in financial transactions with the State Bank of India (SBI) when they are not in possession of a complete and valid proof of their address or identity. This form plays a crucial role in ensuring that banking operations adhere to regulatory standards and help prevent illicit activities such as money laundering or fraudulent transactions. In this detailed review, we will explore every aspect of the SBI Form 60, including its purpose, eligibility criteria, step-by-step application process, required documents, tips for filling out, and common FAQs to guide applicants efficiently.

## Understanding the Purpose of SBI Form 60

### What is SBI Form 60?

SBI Form 60 is a declaration form introduced by the Reserve Bank of India (RBI) that allows individuals or entities to conduct banking transactions without submitting full proof of address or income, primarily when they are unable to furnish valid documents at the time of opening an account or conducting specific financial operations. This form acts as a self-declaration by the applicant, affirming that they are not involved in any illegal or suspicious activities.

### Why is SBI Form 60 Important?

- **Legal Compliance:** It helps SBI comply with KYC (Know Your Customer) norms and anti-money laundering regulations.
- **Facilitates Transactions:** Enables individuals to undertake banking transactions such as deposits, withdrawals, and investments without immediate proof of address.
- **Flexibility for Applicants:** Provides a simplified process for individuals who may lack formal documents but need to engage in banking operations.
- **Risk Management:** Assists banks in identifying and monitoring suspicious transactions, fostering transparency.

## Who Needs to Submit SBI Form 60?

### Eligible Applicants

Any individual or entity conducting financial transactions where they do not possess or are unable to furnish complete KYC documents can opt to submit SBI Form 60. Common scenarios include:

- Individuals who do not have valid proof of address or income proof at the time of opening an account or conducting a transaction.
- Residents of India involved in cash transactions exceeding Rs. 50,000 in a single day or Rs. 1 lakh within a financial year.
- Persons involved in transactions such as purchase of mutual funds, fixed deposits, or remittances, where proof of address is not available immediately.

## Important Considerations

- If the applicant has valid documents, submitting Form 60 may not be necessary.
- For non-residents or foreign nationals, different procedures apply.
- The form is primarily applicable to residents of India conducting certain transactions.

## Key Features and Benefits of SBI Form 60

- Self-Declaration: The form is a self-declaration, reducing the need for extensive documentation during initial transactions.
- Saves Time: Simplifies the process of conducting banking operations without waiting for proof documents.
- Legal Safeguard: Acts as a legal declaration that the information provided is accurate, with penalties for false declaration.
- Widely Accepted: Recognized across SBI branches and in various banking transactions such as opening accounts, investments, and remittances.

## Step-by-Step Guide to Fill Out SBI Form 60

Filling out the SBI Form 60 correctly is crucial for smooth transaction processing. Below is a detailed step-by-step instruction:

### 1. Obtain the Form

- Visit the nearest SBI branch.
- Request a physical copy of the SBI Form 60.
- Alternatively, download the form from the official SBI website for online printing.

### 2. Fill in Personal Details

Provide accurate and complete information in the following sections:

- Name: Full name as per your identification documents.
- Father?s/Husband?s Name: As per official records.
- Date of Birth: DD/MM/YYYY format.
- Address: Enter your current residential address.
- Contact Details: Phone number and email ID (if applicable).

### 3. Declare Transaction Details

Specify details related to the transaction for which the form is being submitted:

- Type of Transaction: e.g., cash deposit, withdrawal, purchase of securities, etc.
- Amount: Exact amount involved in the transaction.
- Transaction Date: Date when the transaction is being conducted.

### 4. Provide Declaration Details

- Statement: Declare that the transaction is being conducted without the requirement of submitting proof of address/income.
- Statement Text Example: "I declare that I am not in possession of valid address proof at this time, and I undertake that the transaction is genuine."

### 5. Signature and Date

- Sign the form at the designated space.
- Write the date of submission.

### 6. Submit the Form

- Hand over the completed form to the bank official.
- Ensure that all sections are filled correctly to avoid rejection or delays.

## Required Documents and Supporting Evidence

While SBI Form 60 is a self-declaration, certain supplementary documents or proofs may be required depending on the transaction type or bank policy:

- Identity Proof: PAN card, Aadhar card, voter ID, or passport.
- Address Proof (if available): Utility bills, rental agreements, or any document that can support the declared address.
- Photographs: Recent passport-sized photographs may be requested in some cases.
- Additional Documentation: For transactions involving large amounts, the bank may request further documentation or clarification.

Note: Since Form 60 is a declaration, it does not substitute the need for valid documents where applicable, especially for significant transactions or account openings.

## Important Points to Remember When Filling SBI Form 60

- Accuracy: Ensure all details match your official documents and are filled in clearly.
- Legibility: Use legible handwriting if filling manually or ensure clarity in digital forms.
- True Declaration: Make sure that the information provided is truthful; false declarations can lead to legal consequences.
- Transaction Limits: Be aware of the limits under which Form 60 can be used; exceeding certain thresholds may necessitate additional documentation.
- Renewal: If your circumstances change or if you conduct multiple transactions, keep your declarations updated as per bank requirements.

## Common Uses of SBI Form 60

Some typical situations where SBI Form 60 is applicable include:

- Opening a Savings or Current Account: When you do not have valid address proof at the time of account opening.
- Investing in Mutual Funds or Fixed Deposits: When submitting KYC documents is pending.
- Conducting Cash Transactions: Especially in cases where the amount exceeds the permissible limit for informal transactions.
- Remittance and Foreign Exchange Transactions: Where full documentation is not yet available.

## Legal and Regulatory Aspects of SBI Form 60

- Legal Status: The form is a legally binding declaration. Providing false information can lead to penalties under Indian law.
- Anti-Money Laundering: SBI and RBI monitor such declarations to prevent illicit activities.
- Data Privacy: Personal data provided in the form are protected under banking privacy policies.



but must be accurate and truthful.

## FAQs About SBI Form 60

Q1. Is SBI Form 60 mandatory for all transactions?

No, it is only required when specific transactions are conducted without valid proof of address or income, particularly under RBI regulations.

Q2. Can I use SBI Form 60 for opening a new bank account?

Typically, no. For account opening, valid KYC documents are necessary. Form 60 is primarily for post-approval or specific transactions.

Q3. How long is SBI Form 60 valid?

There is no fixed validity period. However, it should be updated if circumstances change or for repeated transactions.

Q4. Can I submit SBI Form 60 online?

While the form itself is generally submitted physically, some transactions or applications can be initiated online via SBI's digital platforms. Always verify with your branch.

Q5. What happens if I provide false information on SBI Form 60?

Providing false declarations is considered a legal offense and may lead to penalties or criminal charges.

## Conclusion: Navigating SBI Form 60 with Confidence

The SBI Form 60 application process is designed to facilitate smooth banking transactions for individuals who, due to certain circumstances, cannot furnish full proof of address or income at the moment of their dealings with SBI. Understanding the nuances of this form, including its purpose, proper filling procedures, and legal implications, empowers applicants to conduct transactions confidently and compliantly.

Always ensure that your declarations are accurate and truthful, keep copies of submitted forms, and stay informed about the latest RBI and SBI guidelines related to self-declarations. Whether you're a first-time applicant or a seasoned banking customer, familiarity with SBI Form 60 will undoubtedly streamline your financial activities and help you navigate the regulatory environment effectively.

By following the comprehensive insights provided in this guide, applicants can approach SBI Form 60 with clarity, confidence, and a clear understanding of their rights and responsibilities under Indian banking laws.

**Question** What is the SBI Form 60 application form and who needs to fill it? The SBI Form 60 is a declaration form used by individuals who do not have a PAN card but need to conduct financial transactions exceeding specified limits, such as opening an account or making large cash deposits, to comply with income tax regulations. **Answer** How can I download the SBI Form 60 application form online? You can download the SBI Form 60 from the official State Bank of India website or visit your nearest SBI branch to obtain a physical copy of the form. What documents are required to submit along with the SBI Form 60? Typically, you need to submit proof of identity such as an identity card or passport, proof of address, and details of the transaction for which the form is being submitted. Additional documents may be required based on the transaction type. Is SBI Form 60 applicable for all financial transactions without a PAN card? No, SBI Form 60 is specifically used when you do not have a PAN card but need to carry out certain financial transactions exceeding specified limits, such as cash deposits or opening accounts. If you have a PAN, you should use it instead. Can I submit the SBI Form 60 electronically or is a physical form required? SBI Form 60 is generally submitted as a physical document at the branch. However, some transactions or account openings may allow digital submission through SBI's online banking platform or mobile app, depending on the bank's current procedures.

**Related keywords:** SBI Form 60, SBI Form 60 online, SBI Form 60 download, SBI Form 60 application process, SBI Form 60 eligibility, SBI Form 60 documents, SBI Form 60 fee, SBI Form 60 submission, SBI Form 60 status, SBI Form 60 correction

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