

## STUDENTS ON WORK PLACEMENT

Students are permitted to undertake a work placement (unpaid), even if it is not a compulsory part of their course, as long as it is undertaken with the knowledge and consent of the University and with the ultimate aim of being beneficial to the student's course at University.

This form must be completed and returned with all appropriate signatures in order for any insurance to apply to:

**Careers & Employment**  
**Peribolos East Ground Floor**  
**La Trobe University**  
**Bundoora Vic 3086**  
**Or Fax: 03 9479 1989**

<b>Student Name:</b>	
<b>Phone Contact:</b>	
<b>Email Address:</b>	
<b>Course enrolled at LTU:</b>	
<b>Name of Work Experience Provider</b>	Company:  Address:
<b>Contact Details of Work Placement Provider</b>	I acknowledge and agree that the placement does not constitute an employment relationship between the student and the provider and the student attends this organisation on a purely voluntary basis for the purpose of industry-based experience.  Contact Name: Phone: Email:
<b>Signature of Work Placement Provider:</b>	
<b>Type of work to be undertaken by student:</b>	
<b>Dates of Work Placement</b>	
<b>Signature of Student:</b>	
<b>Name of Lecturer/ Course Co-ordinator (please print)</b>	Contact Name: Phone: Email:
<b>Signature of Lecturer/ Course Co-ordinator</b>	<b>Date:    /    /20</b>