

Frequently Asked Questions

UNIVERSITY WIL PLACEMENT & PROJECT SUBJECTS

Eligibility and accessibility

I'm on a student visa, will the hours count towards my fortnightly work allowance?

The hours on a project **do not** count towards your work allowance.

The hours on a placement **do** count towards your work allowance.

To find out more, view the [International Students and Work rights in Australia webpage](#).

I don't have any more elective space but I want to do a placement. Is it possible to overload in order to do a placement?

If you don't have any available elective space in your degree, you will not be able to undertake a placement or project subject. You should contact your Course Coordinator for further guidance and to find out what your full placement options are.

I'm a regional student, are there enough University Sourced placement opportunities for me?

Yes! Opportunities are available for students across all campuses, and some are offered online. When you apply, you can select the options suitable for a regional student, which helps ensure you're matched with suitable placement opportunities based on your location.

Please reach out to the relevant **Regional Senior Engagement Officer** for further guidance on placement opportunities suitable for regional students:

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I'm an online student, are these placement subjects relevant to me?

Yes, there are online versions of both the Industry Placement and Industry Project subjects.

I have accessibility needs; will reasonable adjustments be made for me?

Absolutely. You can indicate your requirements in your application (via the LAP question), and we'll aim to match you with suitable partners. In some cases, support from your school may be needed, and we've had successful initiatives in the past that demonstrate how well this can work.

Am I guaranteed a placement?

University Sourced placements:

This Industry Placement option is competitive. Your application will be assessed based on the strength of your **CV** and the quality of your responses to the **Placement Allocation Questions**.

Interviews are not required, however in some cases, industry partners may request a meeting with a student before confirming a placement. As a result, successful allocation to a placement opportunity is **not guaranteed**.

Student Sourced placements:

The process requires students to negotiate a placement with an organisation and complete all required documentation. Application and documentation assessment is required, so whilst most placements are approved, some cannot be approved if the placement or organisation doesn't meet requirements.

Industry Projects:

Entry is non-competitive and entry is based on meeting the subject pre-requisites. You can see these pre-requisites in the university handbook. Students will only be unsuccessful for an Industry Project if they **do not satisfy the requirements**.

Application & entry process

How do I choose between a project or a placement?

There are many factors to consider when choosing between a placement or a project.

Please see this [visual guide \[PDF 61.3KB\]](#) which breaks down the differences between the two to help you make the choice which best suits you.

Undertaking an Industry Placement or an Industry Project will enhance your resume, your LinkedIn profile, your networks, and will help you gain practical experience in the workplace. Both opportunities will provide you with in-demand skills such as teamwork and time management.

If I change my mind, can I move between a project and a placement?

Yes, you can move from one to the other, as long as you have sufficient time to comply with the appropriate application process.

You must advise the [Industry Placements Team](#) as soon as possible and they will provide you with instructions.

What if I apply for a Uni sourced placement, but I'm not successful?

You should still have time to source your own placement opportunity or enrol and apply for a project subject. If your University sourced application is unsuccessful, the Industry Placements team will reach out to you to provide you with information on your other options.

Can I switch to a student sourced placement if I'm unhappy with the allocated university sourced placement?

Important: You must choose to prioritise **either** a *university-sourced* **or** a *student-sourced* placement application within your selected semester. You cannot pursue both options at the same time.

Once a university-sourced placement has been offered to you, switching to a student-sourced placement **isn't usually possible**, as formal agreements and commitments are already in place with the host organisation.

If you choose to **decline** a university sourced placement offer:

- We will be unable to provide you with another placement opportunity
- You may **miss other placement application deadlines**
- You may need to **unenrol from the placement subject before the census date**

If you're experiencing any issues or concerns with your allocated placement, please contact the **Industry Placements team** as soon as possible. You'll need to provide a clear reason for declining the placement, and you're strongly encouraged to seek **course advice** before making a final decision.

Unenrolling from the subject may affect your **course progression** and **expected completion date**, so it's important to understand the implications before proceeding.

If you have any questions, please reach out via the [WBL Placements Enquiry Form](#). We're here to help.

When will the placement or project take place?

Placements and projects are scheduled to align with the respective study period.

What if I want to do a placement at a specific organisation?

If you already have specific placement tasks or an organisation in mind, we encourage you to source your own placement opportunity.

La Trobe offers resources and guidance to help you become 'industry ready' and secure your own placement opportunity. By [sourcing your own placement](#), you'll have greater flexibility and certainty to complete your placement subject in the semester that best suits you.

How will I be grouped with other students if I choose a project?

Each project has been designed to accommodate students from differing disciplines, and therefore project groups are formed with a multidisciplinary approach in mind. This means your team may include students from a variety of courses across the university.

Each group will receive academic supervision and take part in regular meetings to support fair contribution and collaboration. Industry partners will also be involved at key stages of the project to provide real-world insights and feedback.

What's the difference between the Industry Placement subject and Professional Placement subjects?

The Industry Placement subject involves an 80-hour placement and is available to students who have completed 90 credit points in their degree. [Find out more.](#)

The Professional Placement subjects involve 100–400 placement hours (depending on elective space) and are available to students who have completed 120 credit points of their degree. Consultation with the Professional Placement Program Coordinator is essential. [Find out more.](#)

Enrolment and next steps

What should I do after enrolling in a placement or project subject?

After enrolment, you'll receive communication from the Industry Placements team about the next steps, including links to complete an application, tips on preparing documentation, and information on your placement options.

Assessment & recognition

Are projects and placements assessed?

For **placements** you are assessed academically through:

- Skills assessment and development plan
- Information interview and presentation
- Reflection inclusion of Placement Supervisor Evaluation

Students are also required to complete and submit a logbook of their placement hours.

For **projects** you are assessed academically through:

- Individual skill assessment and project development plan
- Goal setting and mid project reflection
- Final project report

Will I receive a certificate or recognition for completing a placement or project?

Recognition will appear on your academic transcript for you to show potential employers. You can also add the experience to your LinkedIn profile and resume. For more help with writing your resume or LinkedIn profile, view the resources on the [Career Hub](#).

Does this count towards the Career Ready Advantage award?

A placement or a project will be added to the [Career Ready Advantage Award](#) as a practical experience credit.

Support, preparation and career planning

Am I eligible for a bursary?

La Trobe offers financial support to students undertaking an industry placement. You may be eligible for one of the following:

- [Industry Placement Bursary](#): for undergraduates completing at least 70 hours and experiencing financial or personal disadvantage.
- [Placement Travel Bursary](#): for students travelling 120km+ (one way) for a placement lasting 10+ days.
- [Commonwealth Prac Payment](#): for students in teaching, nursing, midwifery or social work, starting July 2025.

How can I practice for interviews?

The university offers AI-assisted interview practice tools via the [Big Interview platform](#).

Is there support for planning my career or exploring placement options?

You can explore La Trobe's Career Options and Planning Resources at the [Plan your career webpage](#).

I want to source my own placement. What support is available?

If you're planning to source your own placement, support is available to help guide you through the process.

A good starting point is to explore the industry sector you're interested in. Research organisations in that field and identify potential opportunities. Once you've done some initial research, we can support you in approaching those organisations. Find out more about [Student Sourced Placements](#).

Your experience & responsibilities

What's expected of me on a project or placement?

You're representing La Trobe University whilst undertaking a placement or a project, so you are expected to be professional, respectful, show up on time and submit your work by the deadline. Be curious, take feedback on board, and get involved in networking opportunities.

Make sure you follow safety protocols, communicate clearly, and help create a positive learning environment for everyone.

All students are required to complete a Student Placement Deed which outlines the expected behaviour whilst on placement. It also includes compliance requirements, intellectual property and confidentiality.

How far will I have to travel for a placement?

You may be expected to travel up to 75 minutes each way to your placement location. When you apply for a University Sourced placement, you will answer questions about your location and access to transport options so we can allocate a suitable placement opportunity to you.

Are projects and placements online or face to face?

Placements are usually on-site, online or a combination of both. Flexible arrangements may be discussed and negotiated with the host organisation. Projects are delivered as two different options:

Multi-modal

Projects involve two main face-to-face events (Induction and Pitch Days) with the bulk of the masterclasses, project work and assessments undertaken online.

Online

Project delivered completely online, including the events (Induction and Pitch Days), masterclasses, project work and assessments. Students who enrol in this mode are not required to travel and this option may suit our regional students.