Training and Development Provider

Semester 2 - 2010
Structured Work Placement Request Form

(For Retail or Hospitality (AHTS & TIME) students only)

Students please complete this form and return it to your VET Coordinator with your student enrolment form.
The information provided will be used to match you to a Structured Work Placement.

VET COURSE NAME: _____

First Name: _____ **Surname**: _____

Date of Birth: _____ **Age**: _____

Student Address: _____

Student Telephone: _____

Parent/Caregiver's Name: _____

School: _____

Trainer/Facilitator: _____

Preferences (NB no guarantees): _____
Eg: **Retail**: department store, boutique, sports store, clothing store, makeup department
Hospitality: large international Hotel, Café, Restaurant.

Please indicate your preferred for placement: City ☐ Close to home ☐ **(please tick ✓)**

Please indicate the SUBURB: _____

Other preference for placement: _____

Dates of placement: Please select your week's preference (✓) or this will be selected by INAP on your behalf.

Please note: Mon 4 Oct 10 Is a Public Holiday (Labour Day)

Semester 1 (Sep/Oct School Holidays)	
Week 1 – 27 Sep 10 – 1 Oct 10	❑
Week 2 – 4 Oct 10 – 8 Oct 10	❑
Other – please specify dates ❑	

Please list current place of employment (if applicable): _____

Any special conditions we need to consider? (Health, etc): _____

_____

VET Coordinators signature:_____ **Date:**_____

Student Signature: _____ **Date**: _____

Parent/Guardian Signature: _____ **Date**: _____