

## Application for an Interstate Professional Placement

This form is to be completed by those students **residing in Victoria** who would like to undertake a teaching/professional placement in an **interstate school**.

It is anticipated that students wanting to undertake an interstate placement will seek out, and make tentative contact and arrangements with an appropriate school. The Professional Experience Office is not responsible for sourcing interstate placements; however they will interact with the nominated school to confirm placement arrangements.

All applications will be considered on a case by case basis by the Student Advisor and should be made at **the beginning of each academic year**, or where applicable – **at least 6 months prior to commencement of the placement**. All applicants will be advised via their Monash University student email as to their application outcome.

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Title: \_\_\_\_\_ Surname: \_\_\_\_\_ First Name: \_\_\_\_\_

Monash Student ID: \_\_\_\_\_ Monash Student email: \_\_\_\_\_

Contact Telephone Number: Home \_\_\_\_\_ Mobile \_\_\_\_\_

Course: \_\_\_\_\_

Campus:     Berwick                       Clayton                       Gippsland                       Peninsula

*Secondary Students Only:*    Specialism 1: \_\_\_\_\_

Specialism 2: \_\_\_\_\_

### Proposed Semester of Interstate Placement

Semester 1     Semester 2     Semesters 1 & 2 (part time students only)

Relevant Placement Unit:    Code \_\_\_\_\_    Name \_\_\_\_\_

### Proposed School Details

I am in the process of tentatively arranging my own placement

I have tentatively arranged my own placement

School Name: \_\_\_\_\_

School Address: \_\_\_\_\_

Suburb \_\_\_\_\_ State \_\_\_\_\_

School Phone: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Email: \_\_\_\_\_

### Reason for Requesting an Interstate Placement

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#### How to submit this application form:

1. Login to [ask.monash](https://ask.monash.edu)
2. Select the "Ask a Question" tab
3. Choose "Student Administration" from the category drop-down list
4. Type or copy/paste the following into the question field: PEO Form
5. Attach your scanned forms (maximum size limit is 3 MB per form).

*Privacy Collection Statement:* The information on this form is collected for the primary purpose of organising your teaching placement. If you choose not to provide all the information requested on this form, it may not be possible for the Faculty of Education to arrange a suitable teaching placement. Personal information may also be disclosed to the school in which you will undertake your placement. You have a right to access personal information that Monash University holds about you, subject to any exceptions in relevant legislation. If you wish to seek access to your personal information or inquire about the handling of your personal information, please contact the University Privacy Officer on 9905 6011.