

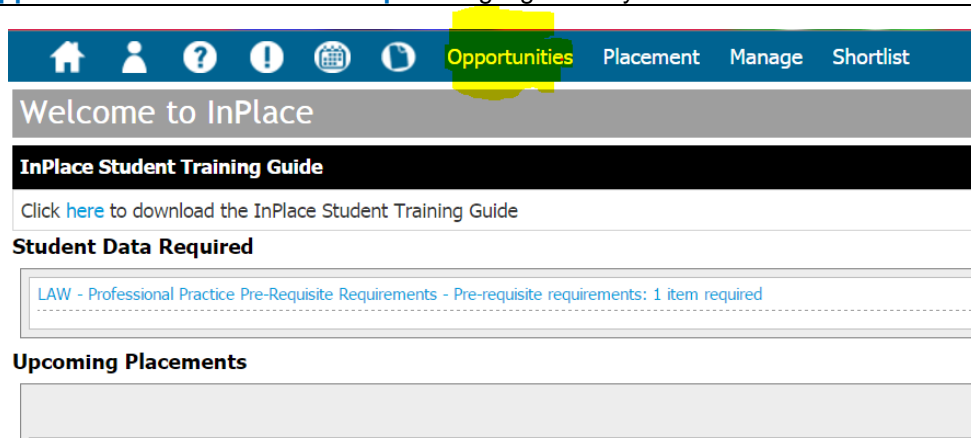
Professional Practice (LAW4328) – Application Instructions

Accessing InPlace

| Step | Action |
|------|---|
| 1 | Log into your my.monash portal. |
| 2 | Select Student Placements from the My Courses tile |
| 3 | Click on Students . |
| 4 | You will automatically log into InPlace. |

Application

| Step | Action |
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| 1 | Click on Opportunities and then Internships as highlighted in yellow below |



The screenshot shows the InPlace user interface. At the top, there is a navigation bar with icons for Home, Profile, Help, Alerts, Calendar, and a search icon. The 'Opportunities' menu item is highlighted with a yellow box. Below the navigation bar, the page displays 'Welcome to InPlace', an 'InPlace Student Training Guide' section with a link to download the guide, a 'Student Data Required' section showing 'LAW - Professional Practice Pre-Requisite Requirements - Pre-requisite requirements: 1 item required', and an 'Upcoming Placements' section.

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| 2 | Click on the blue heading LAW4328 – Professional Practice |
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The screenshot shows the search results for 'LAW4328 - Professional Practice 2017'. The search bar contains the text 'LAW4328 - Professional Practice' and a star icon. Below the search bar, there is a dropdown menu set to 'Newest First' and a 'Search' button. The search results show a heading 'LAW4328 - Professional Practice' with a star icon and a brief description: 'Monash Law commenced its clinical legal education program in 1975. Organised into elective units, the program can be taken sequentially. The clinics continue to provide an example to other Australian law schools in terms of the numbers of participating students and in the rationale of its sequential stages and has a solid profile in the profession with over 1500 graduates, many of whom have returned as volunteer supervisors in later'.

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| 3 | Ensure you read all the information and attachments |
| 4 | Download and complete the form "LAW4328 Student Application Form" |
| 5 | Click Submit Application |
| 6 | Do not enter comments |
| 7 | Attach your completed application form |
| 8 | Click Submit application |