



DUE DATE:
Term 4, Week 4

VET/ TVET Work Placement Schedule Request

*Scheduling of Work Placement Weeks for each school/TAFE are booked in on a "first in first served basis".
Every effort will be made to book work placement weeks in at the preferred times, however no guarantee can be given.
Year 12 placements need to be completed by the end of Term 2.*

School / TAFE Campus: _____ **VET/TVET Coordinator:** _____

Please tick <i>Year: 9,10,11,12 No: approx. number of students in class</i> <i>Teacher: if a teacher has not yet been allocated, please advise asap</i>						Preferred Placement Week – please provide at least two if possible					
						Preference 1			Preference 2		
VET	TVET	Course name	Year	No.	Teacher	Term	Week	Dates	Term	Week	Dates
<i>EXAMPLE</i>											
✓		Hospitality	12	18	Ms Teacher	1	7	14 – 18 March 2016	2	2	2 – 6 May 2016

Year 10 Work Experience Program Dates _____

Exam Dates: Year 10 _____ Year 11 _____ Year 12 _____

PLEASE COMPLETE AND RETURN TO: Careers Network Inc
 PO Box 3683, Tamworth NSW 2340 Phone: 02 6763 4800 Fax: 02 6763 4899 Email: info@careersnetwork.org.au

The following information provided by teachers is used solely for the purpose of coordinating structured workplacement. It will be stored securely and will only be disclosed for the purpose for which it is collected. The collection and use of this information complies with the principles as outlined in the Privacy Act 1988