Agreement between UNSW and Organisation

Name of The Employer

ABN

Address

Is the organisation a Not For Profit/Charity

☐ Yes ☐ No

The Organisation understands and accepts that under this Agreement it will:

• provide a 4 week (full time equivalent, i.e. 140-160 hours) structured placement aimed at developing the student and providing benefit to the Organisation
• complete a formal evaluation of the student’s performance at the completion of the placement
• have determined in discussion with the student any payment option for the placement (if the student is to be paid we suggest a minimum of $650 per week for the duration of the placement)
• agree to the Terms and Conditions attached to this Agreement

The Organisation may need to:

• assist student to find suitable accommodation (if applicable)
• assess student's eligibility for travel/living away from home allowances (if applicable)

UNSW understands and accepts that under this Agreement it will:

• provide students with 'preparation for work' training
• Professional Placement Co-ordinator will support and communicate with student throughout the placement
• in cooperation with the organisation UNSW will address any issues that may arise throughout the placement
• seek agreement from the organisation to promote further placement opportunities to UNSW students

Signee Name

Signee Position

Signee Email Address

I have read and agree to the Terms and Conditions of the UNSW Professional Placement Agreement