University student placement interest form

# Trimester 1 (March – June)

Please complete this form to register your interest in a Services Australia university student placement. Email your completed form toelp.team@servicesaustralia.gov.au.

To be eligible, you must be an Australian citizenstudying at an Australian university.

Student placements are subject to availability. Placements are not guaranteed. Please discuss this placement with your university before applying.

*Required question \**

## Requirements

|  |  |
| --- | --- |
| Are you an Australian citizen? \**Note: If you select ‘No’, then you won’t be able to complete the rest of this form.* | [ ]  Yes [ ]  No |

## Student personal details

|  |  |
| --- | --- |
| **Full name \*** |  |
| **Date of birth \*** |  |
| **Home address \*** |  |
| **Phone number \*** |  |
| **Email address \*** |  |

## Emergency contact details

|  |  |
| --- | --- |
| **Full name \*** |  |
| **Relationship \*** |  |
| **Phone number \*** |  |
| **Email address \*** |  |

## University details

|  |  |
| --- | --- |
| **University name \*** |  |
| **Address \*** |  |
| **Current degree \*** |  |
| **Contact name \*** |  |
| **Phone number \*** |  |
| **Email address \*** |  |

## Placement request details

|  |  |
| --- | --- |
| **Is this student placement mandatory to your coursework? \*** | [ ]  Yes [ ]  No |
| **Areas relevant to degree *(select all that apply)* \*** | [ ]  Administration[ ]  Customer service[ ]  Data/digital/ICT[ ]  Finance/accounting[ ]  Human resources[ ]  Legal[ ]  Media/marketing/communications[ ]  Project management [ ]  Research/policy  |
| **Placement length *(minimum 100 hours)* \*** |  |
| **Days available \*** | [ ]  Monday[ ]  Tuesday[ ]  Wednesday[ ]  Thursday[ ]  Friday |
| **Other intake preference details** |  |
| **To help us place you in a suitable work area, what do you hope to gain from a student placement with us? *(100 words maximum)* \*** |  |

Please email your completed form to elp.team@servicesaustralia.gov.au. We’ll get back to you soon after applications close.

When we confirm your placement, we’ll ask you to complete a pre-engagement pack, including a criminal history check.

If you have any questions, please email elp.team@servicesaustralia.gov.au.