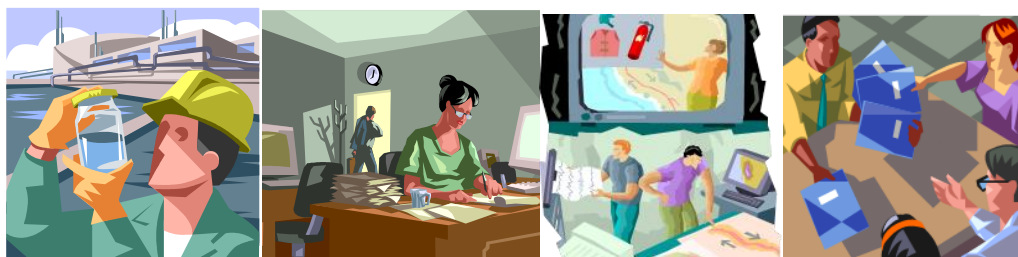


Professional Placement

SC3008/SC5008



ELIGIBILITY

- Students must have successfully completed **at least** 12 credit points (4 subjects) at level 2
- Available as an **elective subject** in most degree programs
- Placement must be relevant to the student's degree/major or profession – 140 hours **minimum** (block period or extended up to 12 months)

PROCESS

- Any interested student should contact the placement coordinator to arrange an appointment (in person or via telephone) to discuss the placement subject/requirements and assessment
- **A student must source/apply for their placement position**
- Volunteer placements are covered under JCU insurance, the host organisation should provide insurance for paid placements
- Once a potential placement position is identified the student should provide the name/contact details of the nominated host organisation supervisor to the placement coordinator at JCU
- The placement coordinator will contact the nominated placement supervisor explaining the subject requirements and request confirmation to proceed
- Once the placement is confirmed the student is authorized to enrol in either SC3008/SC5008

ASSESSMENT

- In the first week the student must consult with the Placement Supervisor to develop and document a "Placement Proposal" addressing:
 - Duration of placement (proposed start/end dates, hours etc)
 - Placement description and student obligations
 - Special conditions
- A Reflective Journal and supporting documentation/evidence **MUST** be maintained throughout placement
- A Reflective Essay due **14 days** after Placement end date
- Host Placement Supervisor Appraisal/feedback is obtained on completion of placement
- Finalisation Interview (pre-interview form and CV required)

Placement coordinator: Dr Yetta Gurtner

Contact: yetta.gurtner@jcu.edu.au (email is preferred contact) **Phone:** 07 4781 5617