

If you wish to register an interest in taking a CSU Business or Accounting student on placement, please complete this form and return to Jenny Grainger (workplace Learning Coordinator) at: jgrainger@csu.edu.au

Should you have any queries, please contact Jenny Grainger on: Phone 02 69334280 or Email: jgrainger@csu.edu.au

Name of your
organisation:

Number of students your organisation is
capable of or willing to host:

The areas/departments within which you would like to or are able to offer placements:

Management	YES	NO	Unknown
Marketing	YES	NO	Unknown
Human Resource Management	YES	NO	Unknown
Finance	YES	NO	Unknown
Banking	YES	NO	Unknown
Accounting	YES	NO	Unknown

The length of placement you would be able to accommodate and your preference in terms of the sessions in which it is offered:

BUSINESS

35 hour placement (BUS110 – generally undertaken by Business students in their 1st year): YES NO

If yes, please indicate your preference between the following two offerings of this placement:
Session 2 (Jul to Oct)
Session 3 (Nov to Feb)

70 hour placement (BUS220 - generally undertaken by Business students in their 2nd year): YES NO

If yes, please indicate your preference between the following two offerings of this placement:
Session 1 (Mar to Jun)
Session 3 (Nov to Feb)

120 hour placement (BUS370 – generally undertaken by Business students in their 3rd year): YES NO

If yes, please indicate your preference between the following two offerings of this placement:
Session 1 (Mar to Jun)
Session 2 (Jul to Oct)

ACCOUNTING

100 hour placement (ACC275 - generally undertaken by Accounting students in their 2nd year): YES NO

If yes, please indicate your preference between the following two offerings of this placement: Session 1 (Mar to Jun)
Session 2 (Jul to Oct)

Name of the nominated placement supervisor for the student(s)

Normal role of the supervisor

Email address for the supervisor

Phone number for the supervisor

Level of involvement in the selection process (please specify which of the following elements you would like to do and which you would like CSU to do for you):

Shortlisting applications Organisation to do CSU to do

Final selection Organisation to do CSU to do

Proposed Job Specifications (this will be used to advertise the placement to students):

Brief outline of the type of student you are seeking (e.g. you can provide a list of selection criteria if you wish):