

# Structured Workplace Learning Arrangement Form

Education and Training Reform Act 2006 – Ministerial Order 55: Structured Workplace Learning Arrangements (Schools)

## STUDENT DETAILS

Surname \_\_\_\_\_ First Name \_\_\_\_\_ Birth Date / /  
School Name and Address \_\_\_\_\_  
\_\_\_\_\_ Postcode \_\_\_\_\_ Telephone \_\_\_\_\_  
Structured Workplace Learning Coordinator \_\_\_\_\_ Student Year Level \_\_\_\_\_  
Student qualification: VCE Industry and Enterprise VCAL – Unit and code: \_\_\_\_\_  
VET – Certificate name and code: \_\_\_\_\_

## IN CASE OF AN EMERGENCY, THE EMPLOYER SHOULD CONTACT THE STUDENT'S PARENT OR GUARDIAN AND THE STRUCTURED WORKPLACE LEARNING COORDINATOR:

Name (Parent/Guardian) \_\_\_\_\_  
Address \_\_\_\_\_ Postcode \_\_\_\_\_  
Tel. (Home) \_\_\_\_\_ (Work) \_\_\_\_\_ (Mobile) \_\_\_\_\_  
Emergency contact (Name and Tel.) \_\_\_\_\_

**PRIVACY INFORMATION:** The information provided on this form is for the administration of Structured Workplace Learning Arrangements only and is not to be used for any other purpose. Health information will be provided if the Student has a medical condition or requires medication that may be relevant to their placement. This information must be kept confidential.

