 **INTERNATIONAL STUDENT PLACEMENT**

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| **Student Name:** | **Student Number:** |

***Instructions:***

1. *Students are to print, complete and sign this Acknowledgement Form to confirm their understanding of the terms of their international Placement.*
2. *At least 14 days prior to undertaking their Placement, students are to return the completed form, along with their completed* ***Travel Notification Template*** *(*[*http://www.fbs.uq.edu.au/online-forms-insurance*](http://www.fbs.uq.edu.au/online-forms-insurance)*), to their School Administrator who will then email the signed copy to* [*insurance@uq.edu.au*](mailto:insurance@uq.edu.au)

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| 1. My Placement is a program requirement and has been authorised by UQ through a Student Placement Agreement. | 🞎 YES | 🞎 NO |
| 1. I have read and am aware of UQ’s insurance and protection policies that apply to me - *(*[*http://www.fbs.uq.edu.au/online-forms-insurance*](http://www.fbs.uq.edu.au/online-forms-insurance)*)* | 🞎 YES | 🞎 NO |
| 1. I am aware that as a UQ student, I have certain responsibilities and expectations to uphold during my Placement (outlined in the Policies & Procedures Library (“PPL”) 3.60.01 - Student Charter <https://ppl.app.uq.edu.au/content/3.60.01-student-charter>) | 🞎 YES | 🞎 NO |
| 1. I am aware that I may receive confidential information during my Placement. I may be asked to sign a confidentiality agreement, but in any event I will not, except if authorised or required by law, disclose any confidential information to a third party. | 🞎 YES | 🞎 NO |
| 1. I have conducted a search and will keep myself informed of Department of Foreign Affairs and Trade (“DFAT”) ([www.smartraveller.gov.au](http://www.smartraveller.gov.au)) advice and travel information including the various cultural differences that exist in the country(s) to which I’m travelling. | 🞎 YES | 🞎 NO |
| 1. I understand I must abide by the customs, laws and regulations of the country(s) to which I’m travelling. | 🞎 YES | 🞎 NO |
| 1. I amtravelling to a country that is a Category 3 “Reconsider your need to travel” or Category 4 “Do not Travel”. **If “YES”, answer “a” below:** | 🞎 YES | 🞎 NO |
| * 1. I have obtained approval from the DVC (International). | 🞎 YES | 🞎 NO |
| 1. I understand that if I am travelling to my home country, Medical and Evacuation coverage is excluded under UQ’s Travel Insurance policy. | 🞎 YES | 🞎 NO |
| 1. I understand that I am not to be employed or paid by the organisation in which the placement is undertaken and should I be offered employment or payment for my placement at any time, I must notify UQ immediately. | 🞎 YES | 🞎 NO |
| 1. I understand that UQ’s Travel Insurance does not cover me if I’m travelling further than 60km from my approved location **AND** I stay overnight. If my private travel exceeds this, I understand I’ll need to arrange my own private travel insurance. | 🞎 YES | 🞎 NO |

**STUDENT ACKNOWLEDGMENT**

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| Full Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Student Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date: \_\_\_\_\_\_/\_\_\_\_\_\_/\_\_\_\_\_\_ |

**SIGNATURE OF AUTHORISED SCHOOL REPRESENTATIVE**

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| Full Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Title:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date: \_\_\_\_\_\_/\_\_\_\_\_\_/\_\_\_\_\_\_ |