



# REQUEST FORM

## Work Experience / Work Trial

### Outside of Scheduled Dates

#### IMPORTANT INFORMATION

- 1) The request can only be approved if all assessment tasks and school work is up to date.
- 2) A request may only be approved if there is a **genuine possibility of an apprenticeship being offered** as a result of the Work
- 3) Parental permission must be obtained.
- 4) If approved, it is your responsibility to **collect and complete** missed work.

Family Name

Given

Contact Number

Email

Please complete the following information. Your application cannot be considered unless you provide this information.

Workplace

Placement Dates From  To  **MAXIMUM TWO WEEKS**

PC Teacher

Reason(s) for request

STEP 1 Parent / Guardian:  Date

STEP 2 Student:  Date

STEP 3 PC Group Teacher:  Date

STEP 4 Vet Manager:  Date

STEP 5 A & T Manager:  Date

Determination:  Approved  Approved (with  Not Approved

Comments / Conditions:

**RETURN ORIGINAL FORM TO THE HUB AND PROVIDE YOUR PC GROUP TEACHER WITH A PHOTOCOPY**

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