

<b>Student Name:</b>	<b>Student Number:</b>
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**Instructions:**

- Students are to print, complete and sign this Acknowledgement Form to confirm their understanding of the terms of their international Placement.
- 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>), to their School Administrator who will then email the signed copy to [insurance@uq.edu.au](mailto:insurance@uq.edu.au)

1. My Placement is a program requirement and has been authorised by UQ through a Student Placement Agreement.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
2. I have read and am aware of UQ's insurance and protection policies that apply to me - ( <a href="http://www.fbs.uq.edu.au/online-forms-insurance">http://www.fbs.uq.edu.au/online-forms-insurance</a> )	<input type="checkbox"/> YES	<input type="checkbox"/> NO
3. 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 <a href="https://ppl.app.uq.edu.au/content/3.60.01-student-charter">https://ppl.app.uq.edu.au/content/3.60.01-student-charter</a> )	<input type="checkbox"/> YES	<input type="checkbox"/> NO
4. 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.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
5. I have conducted a search and will keep myself informed of Department of Foreign Affairs and Trade ("DFAT") ( <a href="http://www.smartraveller.gov.au">www.smartraveller.gov.au</a> ) advice and travel information including the various cultural differences that exist in the country(s) to which I'm travelling.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
6. I understand I must abide by the customs, laws and regulations of the country(s) to which I'm travelling.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
7. I am travelling to a country that is a Category 3 "Reconsider your need to travel" or Category 4 "Do not Travel". If "YES", answer "a" below:	<input type="checkbox"/> YES	<input type="checkbox"/> NO
a. I have obtained approval from the DVC (International).	<input type="checkbox"/> YES	<input type="checkbox"/> NO
8. I understand that if I am travelling to my home country, Medical and Evacuation coverage is excluded under UQ's Travel Insurance policy.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
9. 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.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
10. I understand that UQ's Travel Insurance does not cover me if I'm travelling further than 60km from my approved location <b>AND</b> I stay overnight. If my private travel exceeds this, I understand I'll need to arrange my own private travel insurance.	<input type="checkbox"/> YES	<input type="checkbox"/> NO

**STUDENT ACKNOWLEDGMENT**

Full Name: _____	Student Number: _____
Signature: _____	Date: ____/____/____

**SIGNATURE OF AUTHORISED SCHOOL REPRESENTATIVE**

Full Name: _____	Title: _____
Signature: _____	Date: ____/____/____