




## Student Supervisor Plan submission guide

for Psychology

### InPlace - Insight

The *Insight* module within InPlace manages the official submission of the *Student Supervisor Plan (SSP)* for psychology placements. This form documents your supervision arrangements, learning objectives and risk management strategies.

### Student Supervisor Plan key details

- An email will be sent to your primary **supervisor** before your placement begins.
- The email contains a unique link to access the Student Supervisor Plan via InPlace.
-  ***Please don't forward this email, as the embedded link is connected to the assigned supervisor.***
- Supervisors should click the link in the email to access and complete the form.
- If your supervisor hasn't received the email, ask them to check their spam/junk folder.

### Need additional help?

- [Student Supervisor Plan form preview](#)
- For questions about placement or learning outcomes, contact the Placement Coordinator (Academic) [SOP-PCA@csu.edu.au](mailto:SOP-PCA@csu.edu.au)
- For issues accessing the form, contact the Work-integrated Learning team [psychology-wpl@csu.edu.au](mailto:psychology-wpl@csu.edu.au)

Thanks for supporting the Charles Sturt University placement program.