



Student Details	
Name:	
Student Number:	
Email:	
Course Name:	
Professional Experience Subject Code, including Semester:	
Conditional Number/Permission to Teach: STATE: Number:	Number/Permission to Teach Verification: CSU Office Use Only (Workplace Learning Coordinator has checked and verified PTT/Accreditation status) <input type="checkbox"/> Yes (add number) <input type="checkbox"/> No (not found)
LANTITE results showing standards met uploaded to InPlace:	<input type="checkbox"/> Yes <input type="checkbox"/> No

Site / School Details	
Name of School (where you are currently employed and will be employed for the final placement):	
School Address / Email / Phone:	
Name of Professional Experience Coordinator at the school of employment	
Email address of Professional Experience Coordinator:	
Name of Principal:	
Email address of Principal:	
Teaching Load / Subjects / Year Group / Stage – Provide the subject and year level in the space below. For example, for secondary settings, list each subject with year groups and/or stage.	
Highlight proposed weekly placement schedule	
Full-time Employment-Based PEX Placement (5 days a week)	
Part-time Employment-Based PEX Placement. Highlight the days of the week you will be teaching – M T W T F	
Combined Employment-Based PEX Placement and Fully Supervised placement (Indicate days for each)	
• Highlight the days of the week you will on the Employment-Based PEX – M T W T F	
• Highlight the days of the week you will be on a fully supervised placement – M T W T F	

Attachment Checklist (Please provide the following evidence)	
1.	CSU Application Form for Employment-Based PEX Placement (Including the TPA): For the Final Professional Experience Placement (this form).
2.	NESA Employment- based final PEX placements (incorporating the TPA) NESA's submission form (PDF 175.88KB)
3.	Previous Professional Experience Reports
4.	Teaching Timetable – clearly indicating a 0.8 FTE teaching load for the duration of the placement (6 Weeks), ensuring you can follow the CSU final-placement teaching progression. Identifying the class, you will focus on for the GTPA (this must align with your enrolment code / curriculum methods study). The timetable must be signed by a member of the school executive/leadership team.

Please email both application forms and evidence of eligibility to FOAE-WPL@csu.edu.au using the following numbering and naming conventions:

1. SURNAME First Name _1234567_EPTXXXX_202660_ CSU Application Form
2. SURNAME First Name _1234567_EPTXXXX_202660_NESA Submission Form
3. SURNAME First Name _1234567_EPTXXXX_202660_ Previous Professional Experience Reports
4. SURNAME First Name _1234567_EPTXXXX_202660_ Teaching Timetable

Student Declaration – Employment-Based Final PEX Placement (Including the GTPA)

I declare that:

All information I have provided in this form is true and accurate, and that I am fully aware of the commitments and obligations associated with this Employment-Based Final PEX Placement.

- I have attended the Employment-Based Final PEX Placement Information Session and understand the requirements, expectations, and responsibilities associated with undertaking my final placement within an employment-based context.
- I can manage my **work and study commitments effectively**, ensuring that I can meet all academic, professional, and placement requirements throughout the Final PEX Placement period.
- I understand and agree to comply with all **policies, rules, and regulations** governing employment-based placements, including those related to professional conduct, workload expectations, supervision, assessment, and the **Graduate Teaching Performance Assessment (GTPA)**.
- I acknowledge that it is my responsibility to maintain clear communication with my school, Supervising Teacher, EPT Lecturer, Professional Experience Coordinator, and University Liaison Officer throughout the Final PEX Placement.
- I know where to seek support for my wellbeing whilst on placement if needed (<https://www.csu.edu.au/current-students/support/personal/student-wellbeing>)
- I understand that failure to meet the expectations or requirements of the placement may impact my eligibility to complete the Final PEX Placement and the GTPA.
- I have completed an **InPlace application** for this placement including the correct details of my School (Agency), Agency Contact Details (Professional Experience Coordinator at my school of employment), Supervising Teacher and Teaching Specialism.
- I understand that I cannot apply for a reduction of days for this type of placement.
- I understand that I cannot commence my final PEX Placement before the earliest approved start date for the relevant session and must wait until my application has been approved by the CSU Work Integrated Learning team and official confirmation has been received from FOAE-WPL@csu.edu.au

Student Name: _____ Student Signature: _____ Date: _____

Verification of Information by the CSU Workplace Learning Coordinator : (leave blank for CSU Signature)	
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Privacy Statement

The personal information you have provided in this form is managed in accordance with the *Privacy and Personal Information Protection Act 1998* and Charles Sturt University's [Privacy Management Plan](#). By providing your information, you consent to the University using your information to assess your application for an Employment-Based Final Professional Experience Placement pursuant to the NSW Education Standards Authority Professional Experience Policy.