



Variation to Placement Request

Student Information

Name (Last, First)

Student ID

Street Address, Suburb, State

Course Code

Primary Phone Number

@mymail.unisa.edu.au
Email Address

This form is to be lodged no later than 5 working days following the release of a placement block. Forms received following the cut-off date will only be considered in exceptional circumstance. In the lined area provided below, please outline your reason for submitting this request and attach supporting documentation.

Variation to a placement allocation will be considered after allocation of placements and only in the following circumstances:

- Students with an access plan
Students who are the registered Carer for a sick or disabled dependent child or relative, accompanied by documented evidence
Students with a major health problem requiring frequent and specialised treatment which is only available at certain locations, accompanied by documented evidence
Other highly extenuating medical, compassionate or special circumstances outside of the control of the student, and where there was no opportunity to plan ahead, such as those outlined in clause 7 of the Assessment Policies and Procedures Manual.

Important* In order for your Variation to Placement Request application to be considered attach supporting documentation when submitting this form. Where the request involves a medical and/or disability, the CPU will discuss your request with the course coordinator to ensure special placement needs can be met. In some cases, students with a medical certificate noting placement limitations, may be asked to provide a more detailed medical opinion on their fitness for placement.

Lined area for student response

Student Signature

Date

Students should be aware of the Division of Health Sciences requirement to undertake clinical placements when they accept an offer into a Health Science program. Students are expected to organise personal, work and other commitments to enable them to attend placements as scheduled.

In the current competitive placement environment, it is rare that an alternative placement will be available, except possibly a rural one. If your request is approved and an alternative placement is available it will be offered. If there is no alternative placement available, or you do not accept the alternative offered, the only option is a variation to study plan or prescribed program, this should be discussed with your course coordinator and program director.

The [CPU website](#) provides information about financial support on placement, including [UniSA Placement Grants](#).

Requests for variation to placement will not be considered in the following circumstances:

- Travel, transportation and accommodation requirements, except where issues are relevant to the circumstances listed above
- Student work or other business commitments
- Being a parent, except in the circumstances outlined above
- Weddings and other celebratory events
- Extra -curricular activities such as clubs
- Requests to be re-allocated to placement sites previously allocated but not attended or where the student withdrew from the placement.

I have read and understand this information

For Administrative Use Only:	
Action taken:	<input type="checkbox"/> Approved <input type="checkbox"/> Considered <input type="checkbox"/> Not Approved _____ Date CPU Received
	<input type="checkbox"/> Student Record Updated
Assessed by:	<input type="checkbox"/> Duration of Program <input type="checkbox"/> Expires: ___/___/___ Date: _____
Comments:	