

## APPLICATION FOR LEAVE FOR INDUSTRY EXPERIENCE

AFTRS values close connections to industry. While you study you may have the opportunity to pursue significant professional opportunities in Industry. If so, you may apply for leave for Industry Experience. If approved, this may allow you leave from studies for longer than 20% of total course time.

An application for Leave for Industry Experience must be emailed to your Program Convenor at least one week prior to the planned absence. **Please note: You may only apply for one approved leave period per year.** In most circumstances, the maximum approved leave period will be no more than four weeks.

The Program Convenor will use Section **9.7 Good Standing** from the Student Handbook when making their determination. The decision of the Program Convenor regarding the application will be final.

Please note: You will not be covered by AFTRS' insurance while doing this activity.

### APPLICATION REQUIREMENTS:

In your application please identify and address these two professional practice eligibility criteria:

- This significant industry opportunity can only be undertaken during semester dates.
- This significant industry opportunity is with established industry professionals.

Please note: Student productions (regardless of course level) or work on independent creative projects that can be scheduled outside of semester dates are not eligible for Industry Experience leave.

In your application also provide details of how you plan to meet scheduled assessment requirements and deadlines while on leave. You will still submit via the submission method specified in your Course Outline.

### IF LEAVE IS APPROVED:

During your leave, and on return from leave your continued enrolment is contingent on your ongoing good standing. This is outlined in **Section 9.7 Good Standing** from the Student Handbook.

If you require additional pastoral or academic support please contact the Student Centre by calling (02) 9805 6444 or emailing [studentengagementmanager@aftrs.edu.au](mailto:studentengagementmanager@aftrs.edu.au)

### 1. STUDENT DETAILS

Name:		Student No:	
Course:			

### 2. ELIGIBILITY CRITERIA

This significant industry opportunity can only be undertaken during semester dates.

Provide details of the proposed professional opportunity, including the duration of the appointment and the role you will be performing.

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This significant industry opportunity is with established industry professionals.  
Provide details of the production/company, including the contact details of the person who will be directly supervising you. *Please note: Student productions (regardless of course level) or work on independent creative projects that can be scheduled outside of semester dates are not eligible for Industry Experience leave.*

#### Assignment Submission Dates

List any assignments due during your requested leave, indicating your progress on this work to date.

#### Proposed Strategy

Provide details of the how you will complete course work during your leave.

#### Learning Outcomes

Provide information about the learning outcomes this opportunity will provide, and how they will complement your learning in your course.

### 3. APPLICANT DECLARATION

I declare the information I have submitted in this application is true, correct and not misleading. I understand the decision of the Program Convenor is final. If you decide to take leave during semester without approval this may result in the cancellation of my enrolment and exclusion from study. I acknowledge that I will not be covered by AFTRS' insurance while doing this activity.

Signed:

Date:

*Office Use Only:* .....

### 4. APPROVAL

Program Convenor:

Approved ☐

Not Approved ☐

Signature:

Date:

### 5. STUDENT CENTRE ACTION

Applicant advised of decision:

Date:

Subject Leaders notified:

Date:



Australian Government

AFTRS