Please email your completed application form to: [mimi.mwasame@mvvuk.co.uk](mailto:mimi.mwasame@mvvuk.co.uk). **Application must be submitted at least 6 weeks prior to placement start date.**

|  |  |
| --- | --- |
| Placement you are applying for: |  |
| Date of placement: |  |
| How long would you like this work placement for? (between 1-12 weeks) |  |

**Section 1: Your details**

**Personal details**

|  |  |
| --- | --- |
| First name: |  |
| Last name: |  |
| Date of birth:  (Must be 15 years old and above) |  |
| Address including postcode: |  |
| Home telephone: |  |
| Mobile telephone: |  |
| Email address: |  |
| **Emergency Contact**  Name, Telephone number and relationship |  |

Are you in education: Yes No

If yes please say where you are studying:

|  |  |  |  |
| --- | --- | --- | --- |
| **GCSEs, A levels or other exams taken or subjects being studied** | | | |
| Subject and level | Grade | Subject and level | Grade |
|  |  |  |  |
|  |  |  |  |
| Please explain why you have chosen this placement and what you hope to get from it. Include your hobbies and interests and your plans for the future. | | | |
|  | | | |

**Supporting statement**

If you’re attending a school or college ask a teacher or advisor to provide some information about your application, this could include what they think you might get from the placement, or future career plans.

If you don’t attend school or college please ask someone who can act as your referee to explain why you’re suitable for a placement.

|  |
| --- |
| Why is this placement suitable? |
|  |
| Are there any issues that we need to be aware of? (e.g. support needs) |
|  |

**Contact details**

|  |  |
| --- | --- |
| Teacher or Guardians’ name: |  |
| Signature: |  |
| Telephone number: |  |
| Email address: |  |

I confirm that the information given on this application is correct. I understand that any false may result in my application being refused or my placement being cancelled.

**Signed:**

Print name: Date:

Parent or guardian’s signature (if under 18):

Print name: Date:

This form should be returned by email to Mimi Mwasame, Community Liaison Manager, [mimi.mwasame@mvvuk.co.uk](mailto:mimi.mwasame@mvvuk.co.uk).