

INTERNATIONAL ASSOCIATION FOR THE EXCHANGE OF STUDENTS FOR TECHNICAL EXPERIENCE



UNIVERSITY OFFER OF TRAINING FORM

Name of Institution:

Department:

Full Address:

Trainee's workplace (if different from address above):

Nearest railway station:

Official responsible for trainee:

Telephone number (including extension): Fax number:

E mail address:

TYPE OF STUDENT PREFERRED

Study field:

Specialisation:

At what stage in the degree course do you expect your trainee to be? (Please tick): Beginning
Middle
End

Is previous practical training required? YES NO

If YES, please give details:

Any other requirements:

Nationality of student (if you have no preference please write 'any'):

If you have requested a student from a particular geographical area please give reasons below:

What level of English do you require? (Please tick): Excellent
Good
Fair

Any other languages (please specify level):

TRAINING OFFERED

Details of work placement (please include as much information as possible):

Category of work (please tick): Scientific Professional Manual

Hours per week you would expect your trainee to work (minimum of 30 hours):

Days per week you would expect your trainee to work:

Maximum number of weeks offered: Minimum number of weeks offered:

Earliest start date (dd/mm/yy): Latest end date (dd/mm/yy):

Pay £ per week

ACCOMMODATION

Will you be able to arrange lodgings for your trainee? YES NO

If YES, what kind of accommodation will you be able to provide? (Please tick): Self catering
Bed and Breakfast
Full board

Probable cost of lodging per week £

Probable cost of living (including lodgings and travel expenses) £

Any other details about the accommodation:

Are canteen facilities available? YES NO Are social facilities (sports club etc.) available? YES NO

EMPLOYER'S UNDERTAKING

I agree to hold this offer open for a foreign trainee and expect to receive details of the selected IAESTE student by 15 April.

Name Date

Please return completed form to:

Universities in England and Wales please return completed form to:

IAESTE UK
The British Council
Contracts & Projects
10 Spring Gardens
London SW1A 2BN

OR by email to iaeste@britishcouncil.org

Universities in Northern Ireland please return completed form to:

IAESTE UK
The British Council
Norwich Union House
7 Fountain Street
Belfast BT1 5EG

OR by email to iaesteni@britishcouncil.org

Universities in Scotland please return completed form to:

IAESTE UK
British Council Scotland
The Tun, 4 Jackson's Entry
Holyrood Road
Edinburgh EH8 8PJ

OR by email to iaestescotland@britishcouncil.org

In the UK IAESTE is administered by The British Council The UK's international organisation for educational and cultural relations which is registered in England as a charity. Neither IAESTE UK or British Council can be held responsible for any accidents or damages which may occur either at a trainee's place of work or elsewhere during a placement in the UK.



The British Council is registered under the Data Protection Act. Some of the information on this form will be recorded on computer but will only be used in the administration of the scheme which you will participate in. Any information held in relation to your offer of training may be accessed by you on request, in accordance with the Data Protection Act.