

Work Experience Self Placement Form

Loading Placements

Once a placement has been found and this form has been completed, please add your placement onto Unifrog as follows: -

Go to: www.unifrog.org >Sign In >Home >Scroll to Placements (Grey Box)
>Go to Tool > +Add New Placement

Please note: Your placement will not be authorised until all stages of the Unifrog process are complete. It is important that you input contact details accurately, check the progress regularly and chase where necessary.

Deadlines

We will only be able to guarantee Work Experience for those who load/submit their placement onto UNIFROG by 11th January.

It is possible that any placements loaded/submitted after **11th January** may not be completed in time for the placement dates of **8th – 12th March**.

Student Name:	
Tutor Group:	

When loading your placement onto Unifrog you will be asked to input the following data:

Is the Placement in Person or Virtual:	<i>In Person</i>
Placement Coordinator:	<i>Mx Careers Team</i>
Name of Placement Business/Organisation:	

Placement Start Date:	<i>8th March 2027</i>
Placement End Date:	<i>12th March 2027</i>
Describe the Time Commitment:	<i>5 days</i>
Employer Placement Lead Name: (The person who is your main contact on your placement)	
Employer Placement Lead Email: (This must be correct)	
Employer Placement Lead Phone Number:	
Placement Address and Postcode:	
Will you live at home as normal during the placement?	<i>Yes/No</i>
Is this the Address where the Student will be Based Throughout the Placement?	<i>Yes/No</i>
How will you travel to and from the Placement? E.g. Walk, Bus, Car etc	

Student Date of Birth:	
Student Special Needs, Illnesses, Medical Conditions, Allergies or Injuries:	
Parent/Guardian Name:	
Parent/Guardian Email: (This must be correct)	

