



# Unpaid Work Experience Conditions

## STATUTORY REQUIREMENTS

The Education (Work Experience) Act 1996 (Qld) applies to unpaid work experience. Conditions imposed by the Act include:

- Work experience is not a mandatory or assessable component of an enrolled course;
- The work experience arrangement must be executed by all parties before the student starts a work experience placement;
- If the student is a minor (under 18 years) – a guardian of the student must give written consent to the arrangement;
- The work experience must finish in the year it starts;
- The student must not receive work experience for more than 30 days in a calendar year;
- The work experience provider must not provide work experience to more than the permitted number of students at the same time;
- The work experience provider must not provide work experience to the student at a time other than during the ordinary working hours of the place where the work experience is provided; and
- The student must not be paid for work experience.

## UQ TERMS AND CONDITIONS

- The student must be enrolled in a UQ Program.
- The work experience must be relevant to the student's education.
- The work experience provider must supervise the student and provide appropriate training and instruction to the student about work, health and safety.
- The student is responsible for monitoring their days of work experience and adhere to the maximum of 30 days per calendar year.
- A Self Placement submission, including fully signed Unpaid Work Experience form, must be approved by UQ prior to the commencement of work experience.
- Insurance cover will only apply to work experience undertaken with UQ approval.

## FAIR WORK OMBUDSMAN

For information on employment terms and condition of unpaid work visit the [Office of the Fair Work Ombudsman](#).