



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, and undertaken for educational purposes.
- The work experience provider must supervise the student and provide appropriate training and work, health and safety instruction to the student.
- The work experience provider must ensure all of the provider organisation's compliance requirements have been satisfied by the student prior to signing the Unpaid Work Experience form.
- 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.
- This experience is not subject to the terms and conditions of any Student Placement Agreements already in place with the Work Experience Provider.

FAIR WORK OMBUDSMAN

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