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| **Consulting Projects**  **Semester Long or Two week intensive**  PROJECT PROPOSAL | |
| **Host organisation name** |  |
| **Company ABN** |  |
| **Date form completed** | \_\_\_\_ /\_\_\_\_ / 20 \_\_ |
| **Host organisation contact person/ project supervisor and job title** | **Please provide at least two key contacts that will liaise with the students throughout the project period**  **Supervisor Name:**  **Job Title:**  **Email:**  **Phone:**  **Secondary Contact Person:**  **Job Title:**  **Email:**  **Phone:**  **Company Website:** |
| **Company address** |  |
| **STUDENT PLACEMENT REQUISITES** | |
|  | Please indicate if these checks are required for students to undertake this project:  National Crime Check/Police Check  Working with Children Check  *\*Please indicate and notify the Partnerships team at least 4 weeks before the placement date.* *\*\*Please note that whilst the University will instruct the students to complete the check, we will ask them to provide it directly to you. We will not handle this information directly* |
| **ORGANISATION REQUISITES** | |
|  | I understand and agree that this project proposal outline will be shared with Subject Academics, relevant University administrative staff, University Research Specialists and the allocated student team |
|  | I understand the following are to be organised **before** students commence in-company:   * Appropriate level of intranet log-in access (if required) * Students' workspace(s) checked / discussed (if students are onsite) * Workplace Health & Safety briefing for students (if students are onsite) * A plan to allow project continuity should COVID-19 workplace restrictions recommence |
| **IN-COMPANY EXPERIENCE** | |
|  | Do you anticipate that the student(s) will be on your premises at any stage of the placement?  Yes, entire project can take place on company premises  ☐ Yes, some in company time and some remote  No, entire project shall be conducted remotely  If no, please provide a brief explanation: |
| **PROJECT PROPOSAL** | |
| **Project name** |  |
| **Problem / opportunity statement** |  |
| **Key issues or opportunities for which recommendation(s) sought** |  |
| **Core skills desired** |  |