|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Student placement booking form** | | | | |
| Please complete all sections of the form and return to [jobs@bacp.co.uk](mailto:jobs@bacp.co.uk) | | | | |
|  |  |  |  |  |
| **Company details(for internal use only)** | | | | |
|  |  |  |  |  |
| **Company Name** |  | | |  |
|  |  |  |  |  |
| **Contact name** |  |  | **Telephone** |  |
|  |  |  |  |  |
| **Email address** |  |  | **Charity Number** |  |
|  |  |  |  |  |
| **Company address** |  | | | |
|  | | | |
|  | | | |
|  |  |  |  |  |
| **Placement details(as they are to appear online)** | | | | |
|  |  |  |  |  |
| **Placement title** |  | | | |
|  |  |  |  |  |
| **General description of the placement (max. 400 words)**  ***Please attach your company logo when you return this form*** |  | | | |
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| **How to apply:** |  | | | |
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|  |  |  |  |  |
| **Postcode location** |  |  | **Expenses paid?** | Yes/No |
|  |  |  |  |  |
| **Supervision provided?** | Yes/No *(give details as required)* | | | |
| **Theoretical approach?** |  | | | |
|  |  |  |  |  |
| **Hours of work** |  | | | |
|  |  |  |  |  |
| **Closing date** |  | | | |
|  |  |  |  |  |
| **Advert and payment details (for internal use only)** | | | | |
|  |  |  |  |  |
| **Online start date** |  |  | **Online end date** |  |
|  |  |  |  |  |
| **Advert (exc. VAT)** | 1 month  2 months  3 months | | | |
|  |  |  |  |  |
| **Payment type** | Credit/Debit Card |  | On Account (Invoice) | |
|  |  |  |  |  |
| **Finance Contact** |  |  | **Email/Tel:** |  |