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| **Stirling Cares Work Experience Proposal Form** |

1. **WORK EXPERIENCE DETAILS**

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| **Host Organisation Name:** | **Type of Organisation (e.g. Public/Third/SME/Corporate)** |
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| **Location:** | |
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| **Summary of what organisation does** | |
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| **When can you offer work experience? Please add an ‘x’ next to the options you are willing to offer. Feel free to add any further notes that would be helpful to us when placing a student with you.** | |
| * **January - April** – 70 hours max, e.g. 7 hours a week for 10 weeks. * **Mon 13 – Fri 17 Jan (before start of Semester) -** Up to 35 hours a week. * **Mon 3 – Fri 7 March (University Reading Week)** – Up to 35 hours a week. | |
| **Project ideas for work experience:** | |
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1. **CONTACT DETAILS DURING WORK EXPERIENCE**

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| --- | --- |
| **Name of host organisation mentor:** | |
|  | |
| **Mentor contact number:** | **Mentor email address:** |
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**Data protection**

By completing the form below you are consenting to us processing your personal information for these purposes, if you are not content with this, please do not proceed. Your data will be held in a password protected file and will be stored on University servers and will only be accessible to relevant staff in the Faculty and staff members of the Careers and Employability Service. The data will be deleted after two years. *Y*ou have rights in relation to the personal data we process about you, for more information see https://ico.org.uk/your-data-matters/ or contact the University’s Data Protection Unit data.protection@stir.ac.uk.