

## Professional Experience in the Bachelor of Education (Applied Learning) 2019

Our ongoing accreditation relies on adherence to the AITSL program [standards](#), so it is essential that students adhere to our [Professional Experience](#) rules and guidelines at all times. Important things to note are:

1. You must ensure that you have completed the [Compliance](#) processes before going on PE.
2. NO placement (whether in a school or a VET setting) is to commence without clearance from the PE Office.
3. You must lodge a placement request in [InPlace](#) as soon as possible after receiving an email from the PE Office inviting you to do so (even if you are going to a VET setting).
4. All placements throughout your degree must be detailed on InPlace, so that the full 80 days is showing as successfully completed. You will not be able to graduate unless these details are there.
5. If you are doing your PE in a VET setting, your supervising teacher must be a qualified, fully registered teacher or you must have a UTAS CT assigned to you who will work with your VET supervising teacher to assess you against the relevant PE expectations. As part of the Agreements we have with QLD TAFE and TAFE Tasmania, teachers from those institutions are not paid for supervising you.
6. All PE placements must be in block form with a minimum of 3 days/week, unless approved by the Unit Coordinator in conjunction with the PE Office.
7. Your ST must email the completed [PE Report](#) to the Professional Experience Office as soon as your placement concludes.
8. All Professional Experience placements form part of an associated Unit of study (EAL112, EAL211, EAL302, EAL334 and EAL323). If you do not complete or pass the PE placement, then you cannot pass the unit, and it must be repeated in the following year.

If you have any questions, please contact:

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Professional Experience Office: [Professional.Experience@educ.edu.au](mailto:Professional.Experience@educ.edu.au) or 03 63243386