

## STUDENT SOURCED Experiential Learning Form

### Things to Consider:

- ✓ Where is this agency located? Will you be able to arrange reliable transportation?
- ✓ Why this employer/agency?
- ✓ Do you work there currently? If you already work there, there must be new work other than your current job tasks.
- ✓ Will this opportunity be paid or unpaid? Most placements are unpaid.
- ✓ New employers for unpaid positions must be willing to sign an affiliation agreement and understand that workplace insurance is provided by the institution & MCU
- ✓ The organization should designate a supervisor for your learning and provide their contact information.
- ✓ The organization should agree to be contacted by Trent University Durham.

**Students must provide the following information**  
**Student Full Name, Email Address & Student #:**

**Organization Address\*:**

**Telephone Number\*:**

**Organization Name & Website\*:**

**Paid or Unpaid Position?\***

**Organization Supervisor Name & Title\*:**

**Supervisor Email Address\*:**

**Position In-Person or Remote Based?\***

**Placement Total Hours & Schedule\*:**

**Are you currently employed by this Organization, and if so what are your current responsibilities?**

**If you are not currently employed by this organization, how did you hear about them, and why do you want to work for them?**

**What will be the new opportunity/position title?**

**What can you expect to learn & be responsible for?\***

**How does this role differ from your current or previous work experiences responsibilities?\***

**Have you let the employer know that Trent University Durham will contact them?\***

**Comments from Employer/Supervisor\*:**

*\*All fields required.*

**Submit Completed form to Kristen Papadakos**  
**Coordinator, Workplace Partnerships; [kristenpapadakos@trentu.ca](mailto:kristenpapadakos@trentu.ca)**