



Work Placement application (continued.....)							
Your choice of WP field	please can you give more information of the type of work experience you would like to gain from you placement:						
Previous work experience							
CIE certificate*	yes	<input type="checkbox"/>	no	<input type="checkbox"/>			
	*please note that there is an additional charge of £123.00 for the CIE certificate, which is payable directly to the Greenwich school						
Declaration							
	I confirm that I have read and understood the terms & conditions						
Confirmation	<input type="checkbox"/> (by checking this box you agree to our terms / conditions & procedures)						
Date	D	D	M	M	Y	Y	
Terms & conditions							
	By checking the above box, the applicant certifies that the information given in this Application Form is correct and acknowledges that any false information may compromise their participation on the WaSP programme.						
	The applicant declares that they are in good health and require no specialised medical attention.						
	The applicant declares that they have never been arrested or convicted of a criminal offence.						
	The participant must respect the rules of the establishment where they are employed (or are volunteering) and act in a professional manner at all times. Excessively bad timekeeping or absenteeism could lead to the expulsion of the participant without reimbursement of any fees.						
	If for any reason a participant must leave their Work Placement establishment early they must inform ISIS immediately. No fees paid will be refunded.						
	ISIS shall not be responsible for or deemed to be in default by reason of delays in or failure of performance of this agreement due to causes beyond its reasonable control and not being limited to civil war, war between nations, insurrections, strikes, riots, fires, floods, explosions, earthquakes, serious accidents, any act of government, governmental priorities, allocations, regulations, or orders affecting materials or facilities, acts of God or the public enemy, failure of transportation, epidemics, quarantine restrictions, or labour trouble causing cessation, slowdown or interruption of work and failure of suppliers and sub-contractors to furnish labour or materials within their contractual delivery times.						

WaSP Procedure	
Stage-1: application	The application form should be completed and returned no less than 6 (six) weeks before the programme is due to start. In this case, the details of the WP company will be forwarded to the application prior to beginning the course.
Late applications	If an application is received less than 6 (six) weeks before start date, we can not guarantee that WP details will be supplied before the start.
Stage-2: WP interview	Upon receipt of a completed application, our WP department will email the applicant to arrange a time for a placement interview. This is an important aspect of the application process as, together with the written information, it forms the basis for WP company selection.
Stage-3: WP details	The applicant will receive written confirmation with details of the WP company before departing for the UK (unless otherwise advised)
Stage-4: Language course	Students participate in 4-week General English Language course at ISIS Greenwich School of English.
Stage-5:	Students participate in 4-week WP programme
Certification	
ISIS WaSP Certificate	A training certificate can only be issued to trainees who have successfully completed their training programme, this includes the receipt of duly completed training questionnaires