UNIVERSITY OF WESTERN SYDNEY

EXPRESSION OF INTEREST FROM PLACEMENT ORGANISATION

If you are interested in having law students work with your organisation, please complete this form. It will be available at the Pro Bono Students Australia (PBSA) office for review by students seeking volunteer opportunities.

Return this form and any relevant information to:

Pro Bono Students Australia  
University of Western Sydney  
School of Law Building EKG  
Parramatta Campus  
PO Box 1797 Penrith South DC  
NSW 1797  
Or Fax to: (02) 9685 9630

Name of Organisation: _______________________________________________

Name and Title of Contact Person: _____________________________________

Address of Organisation: _____________________________________________

Phone Number: (___)____________________Fax(___)_____________________

E-mail: _____________________________

Organisation Website: __________________________

Practice Setting of the Organisation (please tick):

Academic ____ Legal Services ____

Corporate ____ Non-profit ____

Courts ____ Private Firm ____

Foundation ____ Other____________________

Government ____

Is placement accessible to public transportation?       Yes       No
Closest train station or bus stop ________________________________

What is the best way for interested students to contact you to set up an initial meeting?

Phone       Email       Fax

**Type of project opportunities your organisation can offer a student(s) (please tick)**
- Preparation of a report or submission to a law reform commission or to a government body ______
- Preparation of documents for litigation and other litigation support ______
- Preparation of legal materials or information on an issue important to your organisation ______
- Research on a legal issue relevant to your organisation ______
- Updating of legal information for your organisation ______
- Community education ______
- Interpretation of laws or regulations ______
- Drafting of legal policy or procedures ______
- Court experience ______
- Dispute resolution ______
- Client intake/counselling ______
- Interviewing ______

Briefly describe the work or project to be assigned to the student. Please attach a separate sheet if necessary.

__________________________________________________________________
__________________________________________________________________
__________________________________________________________________
__________________________________________________________________
__________________________________________________________________
__________________________________________________________________
__________________________________________________________________

Number of hours per week (maximum 8 hours per week):____

Are there any special skills that would be useful for students volunteering at your organisation (eg. languages (if so specify), computing skills)?

__________________________________________________________________
__________________________________________________________________
__________________________________________________________________
__________________________________________________________________

Last updated 8 August 2007