

## **THE AUSTIN ELECTIVE APPLICATION PACKAGE**

Please read the below information carefully before submitting your application:

The Austin Clinical School welcomes students from universities around the world to undertake a clinical elective at Austin Health. Elective placements are clinical observerships, and can be between 4 and 8 weeks duration.

We are not able to offer research based electives. Elective students must be in their final year of the medical course at the time the elective is undertaken.

Although elective students at Austin Health are observers only, they will be involved in the activities of the parent Clinical Department, and will receive informal teaching from a range of staff. The exact nature of the activities undertaken is at the discretion of the Head of the Clinical Department.

Unfortunately, we are not able to offer formal teaching nor the comprehensive assessments required by some universities. It is essential that prospective students check with their own university to ensure that the Austin elective meets their requirements. Students will be required to complete a form, signed by their Clinical Dean or Head of Medical School to confirm this.

Limited accommodation is available on site for elective students. This is usually heavily booked so we encourage all prospective students to apply well in advance of their planned elective.

All applications are to be directed to: [ah-clinsch@unimelb.edu.au](mailto:ah-clinsch@unimelb.edu.au)

Electives for visiting students are offered for a minimum period of 4 weeks and a maximum period of 8 weeks, subject to availability. Any offer is made on the understanding that the duration of the elective placement will not exceed eight weeks. We are unable to split elective placements between departments (Unless 2 x 4 weeks). If you are applying with a friend(s) please note it can be difficult to accommodate a large group (two or more) at one time.

All elective offers are provisional until confirmation of payment has been received, as per below. An elective offer is subject to a visa being granted, therefore international students should contact the nearest Australian Diplomatic Post to confirm details of visa requirements, appropriate health examinations and permissible length of stay etc.

If you are accepted for an elective you will not be an enrolled student of this University. You will not be covered by the University's insurance. You must therefore arrange your own personal accident insurance, health insurance, professional indemnity insurance, and public liability insurance.

We are unable to sign off on any skills or training as being taught.

The only documentation that will be filled in and signed is a form that your supervisor will complete on the completion of your elective placement. The form will only be stamped by the Clinical School. All forms required to be signed by your supervisor must be approved by the Clinical School prior to commencing your elective.

Please note that we are not able to offer you any remuneration or employment.

There is an administration fee of AUD\$110.00 per week of elective undertaken (10% GST included), once you receive a provisional offer, you will be required to pay within 28 days. (Please note that this fee is non-refundable under any circumstances, but may be used as credit towards another date or passed onto another student as a once off).

Please note that all elective placements start on a Monday morning and finish on a Friday. You will need to arrange any travel so that you can commence at 9.30am on the first Monday of your placement.

If you wish to proceed with an elective at Austin Health please return the completed application form and additional documentation as quickly as possible.