



Placement Year Information Session

Global Opportunities Fair 2024

Careers & Enterprise Centre

✉ placement.years@durham.ac.uk

Overview of today's presentation

- What is a Placement Year?
- Approval Process and Viator
- Searching Strategies
- Turing Scheme
- Support and Resources Available

Global Opportunity Definitions

Placement Year

- An OPTIONAL additional year to your degree
- Typically taken between your 2nd and 3rd year
- Can be within the UK or anywhere internationally (so long as it is safe to do so)
- Professional level work experience
- Pass or Fail, doesn't affect your overall degree outcome
- Assessed on employability skill progression through reflective learning
- 20% tuition fee

Study Abroad

- An OPTIONAL additional year to your degree
- Taken between your 2nd and 3rd year
- You will visit a University in an exchange agreement with Durham University
- You apply for a place through the Study Abroad processes
- Depending on the agreement the year may or may not count towards your final degree outcome
- Assessed on academic achievement for the year
- 15% tuition fee

Year Abroad

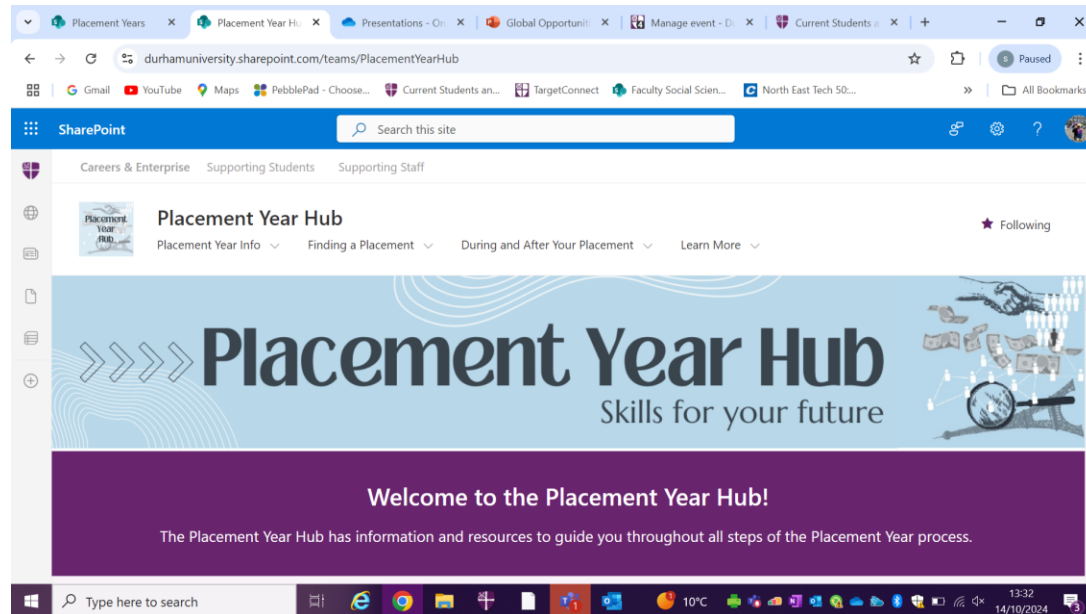
- A MANDATORY additional year to your language degree
- Taken between your 2nd and 3rd year
- Must be abroad in a country that speaks your target language(s)
- You can opt to either study or work or a combination of both
- Pass or Fail, doesn't affect your overall degree outcome
- Assessed on your language skill progression
- 15% tuition fee

What is a Placement Year?

- An additional year, extending your degree in length
- Mostly occurs in your penultimate year; for some 4-year courses, it can be between 2nd and 3rd or 3rd and 4th (Science)
- **Minimum 40 weeks in length** which for most will be 1 x10 – 12-month placement, but some students have the option to do up to 3 shorter placements
- Needs to be a full-time role (e.g. 35 hours per week) or equivalent - so if your weekly hours are less you will need to extend the duration of the placement
- Must be professional level work experience
- Some of you may already be on the "with Placement Year" route. If you aren't, no problem, we transfer you **after** you have secured the role (but can transfer you across earlier if needed) and passed Level 2

Placement Year Hub – SharePoint

<https://durhamuniversity.sharepoint.com/teams/PlacementYearHub>



Placement Year Hub



Support and Resources

- You can book 1:1 appointments with your Faculty Placement Manager or one of our Careers Advisors through [CareersConnect](#)
- Join our LinkedIn groups where we post interesting opportunities for students to apply to (not all international but some)
 - [Durham University: Find a Placement Year](#)
 - [Durham University: Science Placement Years](#)
- Check out the [events](#) section on the CareersConnect for relevant workshops such as:

Date	Session	Booking link
Tuesday 22 October 2024 5pm – 7pm Online	RateMyPlacement: Landing Your Dream Role is Easier Than You Think	https://careers.dur.ac.uk/leap/event.html?id=29722&service=Careers%20Centre
Monday 28 October 2024 12pm – 2pm ES230 (Earth Sciences bldg)	CV Witch: Conjure your way to an enchanting placement with spellbinding CV advice"	https://careers.dur.ac.uk/leap/event.html?id=29690&service=Careers%20Centre

Searching strategies for International placements

- Have a professional online presence on [LinkedIn](#)
- Research companies with global offices
- Find HR professionals in those global teams to contact directly – avoid generic emails such as 'info@'
- Use resource [GoinGlobal](#) for country specific advice and opportunities
- Speculatively apply to organisations

Speculative Applications

- Top tips:
 - Be organised: keep lists of organisations including contact details, specific info, dates applied
 - Prepare your CV and Cover Letter
 - Tailor each application
 - Follow up
 - Be resilient - you may get no replies, or multiple rejections



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Study Abroad

Local advice for global success

Take advantage of our in-country experts' advice to make the most of your time abroad.



Career Guides

- Training Webinars
- User Guide

Jobs & Internships

Employer Profiles

Search Content



Career Guides

Utilize our comprehensive career and employment resources tool kit filled with everything you need to find jobs and internships at home and abroad.

- Country Career Guides
- Global City Career Guides
- U.S. City Career Guides

H1B Search Engine

Search Opportunities

Jobs

Country Career Guides

Get the information you need for a successful job or internship search, or learn more about the country where you'll be studying abroad. Our country-specific guides provide 100+ pages of in-depth job and internship search advice from our experts around the globe. Topics include: Job search resources, hiring trends, industry overviews, professional and social networking groups, work permit and visa regulations, financial considerations, resume/cv guidelines, interview tips and cultural advice.



Argentina



Australia



Austria



Belgium



Brazil



Canada



Chile



China



Costa Rica



Denmark



Finland



France



Germany



Guatemala



India

Jobs

GoinGlobal's customized job search database is updated daily and contains 16 million+ employment listings that can be searched in both English and the local language. Explore hiring opportunities with corporate, public and private organizations of all sizes and specialties - all searchable in one place.

Keywords

For more results, try searching for both English and native language terms. [Example](#)

Occupation

Country *

City

Advanced Search

16+ million listings

Local Languages

English

[Click here for more NGO/Nonprofit jobs](#)

PLACEMENT YEAR APPROVAL PROCESS

Request a Change of Registration onto the Placement Year degree

Inform your Faculty Placement Manager

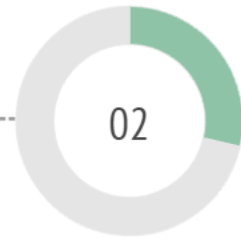


Placement Details Form on PebblePad workbook.

<https://v3.pebblepad.co.uk/>

Requirements: Job Description and Offer Letter/email with company logo

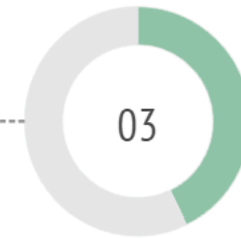
Your Faculty Placement Manager and Department Representative approve the placement



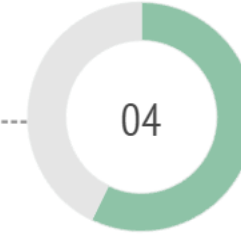
Legal Agreement sent to the organisation.

Requirements:

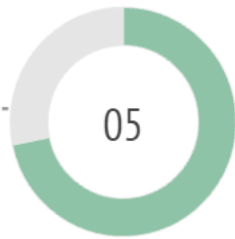
- Health & Safety Policy
- Employer Liability Insurance
- Public Liability Insurance



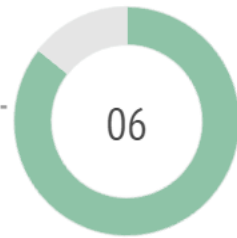
Risk Assessment and Health Declaration forms



Mandatory Pre-Placement Briefing



Student declaration



The placement is now fully confirmed!



Viator

Viator



You are at : [Home](#) > **Form 58049**

You are logged in as Gemma MESSENGER (rdlm35) - [log out](#).

Travel Request 58049: New request

[Read guidance notes](#)

Summary

Form type: Student Placement

Status: Draft

[Edit Basics](#)

Traveller

Gemma MESSENGER (gemma.messenger@durham.ac.uk)

Careers & Enterprise

Emergency Contact Number: *Not yet entered*

Visas and permits: The traveller has *not confirmed* all necessary visas and permits will be obtained before travelling.

Purpose of Travel

This is a placement

No travel dates entered yet.

[Edit Dates](#)

Risk assessment

No risk assessment provided

[Edit Risks](#)

Holiday Cover

Holiday cover is not available for this form type

Approval status

Validation errors

The following issues must be fixed before this form can be submitted.

- The form summary must not start 'New request'.
- An emergency contact number must be given.
- At least one travel date must be entered.
- You must upload a risk assessment file.
- The traveller has not completed the student registration process for this year.

Cover Status

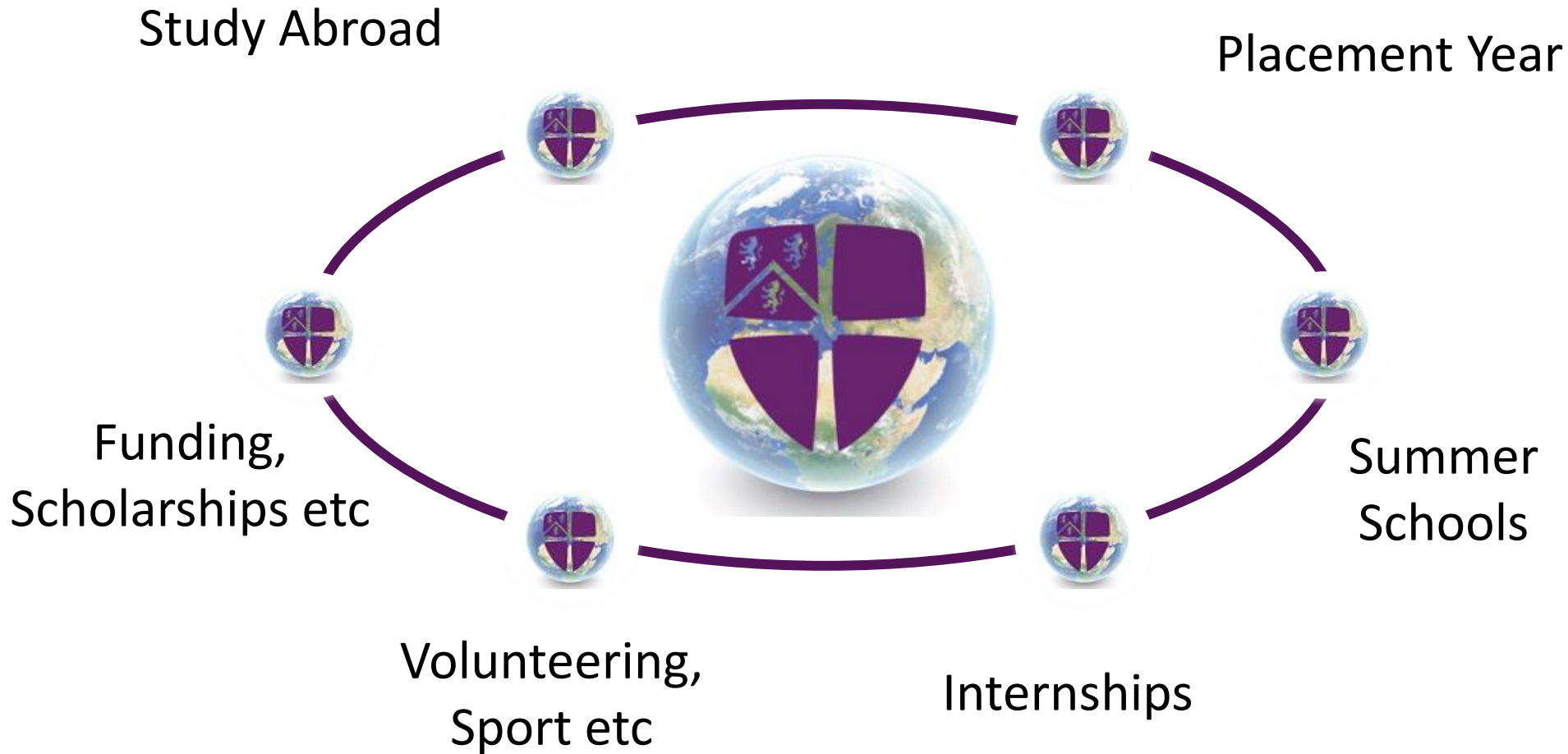
Cover can not be obtained until the rest of the form is submitted and approved.

Cancel Travel Request

If you no longer need to travel, you can cancel the request here. This will mean that any approvals or cover no longer apply. It is not possible to reverse a cancellation - you would need to submit a new form.

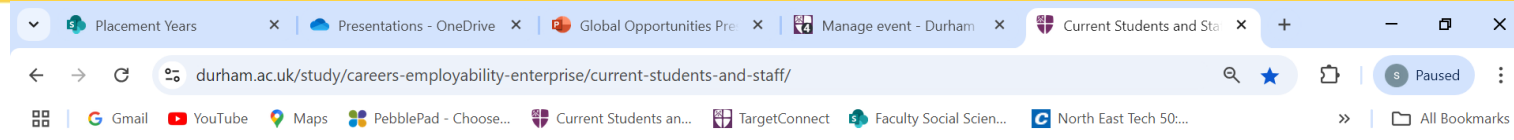
Confirm cancellation [Cancel travel request](#)

Turing Global Opportunities?



MNU
MATARIKI
NETWORK OF
UNIVERSITIES

Website: www.durham.ac.uk/study/careers-employability-enterprise/current-students-and-staff



Quick links

[Book an appointment](#)

[Review your CV](#)

[Ask a careers question](#)

[View vacancies](#)

[View and book events](#)

[Practice a video interview](#)

[Practice psychometric assessments](#)

[Careers self-discovery resources](#) - short articles and videos from employers and experts to help you in your self-discovery journey

[CareersConnect Pathways](#) - over 30 interactive learning pathways covering career sectors, finding and applying for work experience and jobs, and preparing for assessment centres and interviews

[Work Readiness Assessment](#) - self-assessment of your employability with signposting to development opportunities



Find out more



Careers & Enterprise Hub

Careers information, advice, and links to resources

Find out more

CareersConnect <https://careers.dur.ac.uk/student/home.html>



Welcome to the Careers & Enterprise Centre

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Career Discovery



Ask a Care...



Events



Appointm...



Referrals



Opportuni...



Exclusive ...



Forms



Pathways

Upcoming bookings

Event

International Students - Help &



Ask a careers question

Search and **book** events

Browse and **book** appointments

Opportunities: browse work experience and employment vacancies



- **"Graduates First"**
- **Free via CareersConnect" – sign in with your Durham University username and password**
- **Application advice and practice testing resource**



Durham
University

Careers & Enterprise

Contact us here:

Careers & Enterprise Centre
(Palatine building)

 [www.durham.ac.uk/study/
careers-employability-enterprise](http://www.durham.ac.uk/study/careers-employability-enterprise)

 placement.years@durham.ac.uk

   @careersatdurham