{{display\_date}}

To: {{display\_student\_name}} ({{display\_fan}})

Dear {{display\_student\_fn}},

Thank you for submitting your letter of application, your resume and participating in your oral interview.

After interviewing all students and considering preferences and availabilities, you have been allocated to the following clinical placement:

**{{dp\_name}} – {{dp\_day}}**

This placement operates each {{dp\_day}} from {{dp\_start}} to {{dp\_end}} from Flinders Legal Centre’s offices in the Mark Oliphant Building, 5 Laffer Drive, Bedford Park (see [**Campus Map at U16**](https://www.flinders.edu.au/content/dam/documents/campus/maps/campus-map.pdf)).

**Please confirm no later than 5pm {{dp\_cfm}} that you are available to accept this placement by reply email to BOTH {{dp\_email\_flc}} and {{dp\_email\_tc}}.**

If you are no longer available, you must email us **as a matter of urgency – and no later than 5pm {{dp\_cfm}}**. Once you have accepted this placement, it is unlikely there will be an opportunity to change placements.

Please read the following carefully.

1. **BEFORE attending General Induction on {{display\_gi\_date}}**
2. Check all your [InPlace](https://students.flinders.edu.au/my-course/placements/inplace) information is complete and up-to-date
3. Review the **Induction module** on FLO
4. Watch all videos
5. Read all factsheets and wellbeing guidelines
6. Complete Ethics related activity
7. **General Induction – {{display\_gi\_date}}**

|  |  |
| --- | --- |
| **Time:** | **8:45am** for registration, 9:00am start |
| **Place:** | **Flinders Legal Centre, Level 3B, Mark Oliphant Building**, 5 Laffer Drive, Bedford Park (see [**Campus Map at U16**](https://www.flinders.edu.au/content/dam/documents/campus/maps/campus-map.pdf)).  NOTE this is not on the main campus! |
| **Dress code:** | **Business attire** |

* Allow ample time to arrive. There is limited all-day parking available nearby and traffic can be difficult.
* Please bring your own morning tea and lunch. Some food is available for purchase from a dispenser in the foyer. Tea & coffee available at FLC.

1. **Specific Induction on {{display\_si\_date}}**

|  |  |
| --- | --- |
| **Time:** | **8:45am** for registration, 9:00am start |
| **Place:** | **Flinders Legal Centre, Level 3B, Mark Oliphant Building**, 5 Laffer Drive, Bedford Park (see [**Campus Map at U16**](https://www.flinders.edu.au/content/dam/documents/campus/maps/campus-map.pdf)).  NOTE this is not on the main campus! |
| **Dress code:** | **Business attire** |

* Allow ample time to arrive. There is limited all-day parking available nearby and traffic can be difficult.
* Please bring your own morning tea and lunch. Some food is available for purchase from a dispenser in the foyer. Tea & coffee available at FLC.

1. **First Day of Placement**

Your first day of placement will be **{{display\_fp\_day}}.**

For **questions about LLAW3302 academic matters** and **external placements with Refugee Legal**, including queries about dates and your availability, please email Topic Co-ordinator {{display\_tc\_name}}on {{display\_tc\_email}}.

For **questions about Flinders Legal Centre placements**, please email **{{dp\_email\_flc}}**.

For **questions about InPlace** please email the Flinders Law Placements [lawplacements@flinders.edu.au](mailto:tania.leiman@flinders.edu.au).

We look forward to seeing you at General Induction on **{{display\_gi\_date}}**.

Kind Regards,

|  |  |  |
| --- | --- | --- |
| **{{display\_ts\_name}}**  Teaching staff | **{{display\_tc\_name}}**  Topic Co-ordinator | **Jo Milne**  Flinders Legal Centre Director |