



PERSONAL DETAILS

Name and Surname

Sex (circle as appropriate)

Date of birth

Male / Female	
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Address (including country):

Mobile Telephone  
(including Country Code)

Emergency Telephone Contact  
(In Home Country)

Email

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Nationality

1st Language

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School attended (Name and Address)

Contacts of the person who wrote the reference letter

Passport / Identification Number



**PLACEMENT DATES**

From:  To:  Total weeks:

**ENGLISH LANGUAGE** How do you rate your English language?  
Circle as appropriate.

**WORK PLACEMENT DETAILS**

Please state which Level you are applying for and then rate the Vocational Sector 1 to 2 in order of preference.  
**Please note you can only choose within one sector.** Note all office based jobs include general administration.

<b>LEVEL 1 / Pre Intermediate English (B1)</b>	
Catering	Choose from the list opposite and rate in order of preference from 1-3
Hospitality	
Retail (including charity shops)	
Tourism	
<b>LEVEL 2/ B1 Intermediate English (B1+)</b>	
Catering	Choose from the list opposite and tell us your top 3 in order of preference
Hospitality	
Retail	
Tourism	
General Administration	
Local Television	
Multimedia	
Marketing	
Auditing	



**DRESS CODE:** This depends on the sector in which you are working. Please refer to your Company Profile, which will be sent 2 weeks prior to your start date. However as a general rule: no jeans on the first day, no swimwear or shorts.

**POLICE CHECKS**

All students accepted on to the program are required to have a current police check.

Please complete the following:

a) I have a current police check and include it with my application

**PARENTAL CONSENT LETTER**

All students under 18 are required to provide a letter from their parent/guardian stating that the student is mature enough to take part in the program and that they (the student and their parents) understand what is required regarding behaviour during their placement. Please see separate document for signing.

**ACCOMMODATION**

If you require host family accommodation please answer the following questions:

a) Do you require to share your bedroom with a friend?  
(subject to availability)

Please write friend's name and surname

b) Do you have any particular allergies or food requirements?

If Yes, please describe briefly. However note that if they are rare or too numerous we might not be able to satisfy your request.

c) Are you a smoker?

Please note Smoking is NOT ALLOWED in the family home.

- a. we might not be able to offer you single occupancy; sharing a bedroom might be necessary.
- b. there may be other students of the same nationality living in the same household.

We would of course try to satisfy your preferred request.



**MEDICAL HISTORY**

Please describe any particular physical or behavioural health issues. Study Tours should be aware of medication that you are taking on a regular basis. Please note you should be in a fit and healthy state on arrival in Malta, ready to take up Work Placement.

**CONFIRMATION OF BOOKING**

I have read and understood the accompanying guideline notes and wish to place my booking.

Yes / No

I understand that this work experience is unpaid.

Yes / No

I can confirm that I am healthy both physically and behaviourally and consider myself mature enough to take up my work placement.

Yes / No

Name (please print)

Signature

Please note:

THE FOLLOWING DOCUMENTS MUST ACCOMPANY THIS BOOKING FORM :

- A COPY OF YOUR EUROPASS CV (IN ENGLISH)
- A LETTER OF INTENT
- REFERENCE LETTER WRITTEN AND SIGNED BY YOUR TEACHER/SCHOOL
- POLICE CHECK
- PARENTAL CONSENT LETTER (IN ENGLISH AND IN ITALIAN)
- A SEPARATE BOOKING FORM MUST BE COMPLETED BY EACH STUDENT, AND A COPY SHOULD BE RETAINED FOR REFERENCE PURPOSES.

Please return all the documents to [stage@studytours.it](mailto:stage@studytours.it)