

EDUC6762/6772 Trimester 3, 2026

Placement Timeline and Process for Students

Course:

- EDUC6762 Tri 3 – Managing the K-6 Learning Environment
- EDUC6772 Tri 3 – The Adolescent Learning Environment

Placement Dates: 2 November 2026 to 27 November 2026

Duration: 20 days (4 weeks)

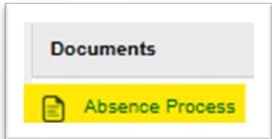
The placement allocation timeline and process for this course are outlined below. Students must carefully review this information, as it includes critical due dates and compliance requirements that must be completed to be considered eligible for placement.

Due Date	Student Action Required
Applications to complete placement internationally at Vietnam due by 13 March 2026	<p>International Placement Opportunity Ready to take your professional experience overseas? Students interested in completing their placement internationally are invited to apply for a group placement experience in Vietnam.</p> <p>Full details are available in the <i>EDUC6762/6772 International Application Process and Timeline</i> available on your Sonia Home page, under the Documents section, within the International dropdown menu.</p> <p>International Placement Dates: 9 November 2026 to 4 December 2026 Applications close: 13 March 2026</p> <p>Important Information: Should your international placement application be unsuccessful, review the below timeline and process to ensure you are prepared for your Australian placement occurring from 2 November 2026 to 27 November 2026.</p>
Enrolments due by 27 July 2026	Students to enrol in this placement course by the due date.
Placement pre-requisites due by 7 August 2026	<p>To be eligible for placement allocation, students must complete the following three sets of placement pre-requisites by the due date:</p> <p>1. DoE mandatory compliance:</p> <ul style="list-style-type: none">• NSW students must complete the following NSW Department of Education mandatory compliances: Students to upload correct documents (per the instructions on the NSW DoE Website) to their SONIA 'Checks' tab: Prior to upload please check the examples (available in the Checks Guide) to ensure that what you are uploading is correct.<ul style="list-style-type: none">• Working With Children Check (WWCC)• NSW Department of Education (DoE) Pre-service Teacher Registration Form• NSW DoE MyPL Training Modules:<ul style="list-style-type: none">○ Child Protection Awareness Induction○ Anti-Racism Policy○ Aboriginal Cultural Education○ Code of Ethics and Conduct• ASCIA Anaphylaxis e-training for Australasian Schools• Students residing outside NSW are responsible for meeting the mandatory clearance requirements of their host state. To ensure compliance, students must:<ol style="list-style-type: none">1. Research the current mandatory pre-service teacher checks required by the Department of Education in their placement state.

	<ol style="list-style-type: none"> 2. Complete all required checks in accordance with that state’s specific guidelines. 3. Upload all relevant documentation to the WWCC section of their SONIA ‘Checks’ tab by the due date. <p>Mandatory checks vary by state. Students who do not meet these requirements will be ineligible for placement allocation.</p> <p>2. Placement requirements: Students to update their SONIA ‘My Details’ tab with (instructions available in the Checks Guide):</p> <ul style="list-style-type: none"> • Conflicts of Interest sites • Public transport reliance and/or objections to faith-based site placements • EDUC6772 students only: <ul style="list-style-type: none"> ○ First and Additional Teaching Areas ○ The Teaching Area studied in EDUC6775 course (used for EDUC6772 placement) <p>3. Home address: Students to ensure their current residential address in MyHUB is correct:</p> <ul style="list-style-type: none"> • Acceptable placement allocation is within or around 1 hours’ drive by car from your MyHub listed residential address. The PEU will use your address listed in MyHub on this cut-off date to obtain a placement opportunity. • If you have moved recently, or are about to move, please update MyHub, and email peu@newcastle.edu.au to advise of your new address before this cut-off date.
<p>Students completing placement outside NSW to confirm their preference for student-sourced placement by 7 August 2026</p>	<p>While NSW students are not permitted to source their own placements, students completing placement outside NSW have two options:</p> <ol style="list-style-type: none"> 1. Student-sourced placement: You may choose to source your own placement. If you select this option, please ensure you have completed all placement pre-requisites. Once these are finalised, email peu@newcastle.edu.au by the due date. If your mandatory compliance documents are cleared, the Professional Experience Unit (PEU) will issue an introductory letter for you to present to potential placement schools. 2. PEU-sourced placement: The PEU can arrange a placement for you. If students don’t notify the PEU of their preference by the due date, the PEU will automatically arrange a placement for you.
<p>Reasonable Adjustment Plans to be lodge with Course Coordinator by 7 August 2026</p>	<p>Students registered with Accessibility for a Reasonable Adjustment Plan (RAP) must notify the Course Coordinator (CC) by the due date. RAPs should outline any specific adjustments required that fall outside the standard placement process.</p> <p>The CC will inform the Professional Experience Unit (PEU) of the student’s required placement adjustments. The PEU will then submit placement requests to sites, specifying the necessary adjustments. To protect student privacy, the reasons for these adjustments will not be shared with the PEU or sites. Once a placement is confirmed, students may discuss the details directly with the site.</p>
<p>Adverse Circumstances applications due by 7 August 2026</p>	<p>Students who believe they have circumstances that adversely affect them from being allocated a placement in the standard process must submit an Adverse Circumstances (AC) application via the University’s online portal by the due date.</p> <p>Applications are reviewed by the Course Coordinator (CC). If approved, the CC will inform the Professional Experience Unit (PEU) of your requirements for consideration during placement allocation. Please note, the PEU do not have access to or approve AC applications. If you are unsure if your situation makes you eligible for AC</p>

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	<p>application please review the acceptable reasons here. If you have further questions, please discuss these with your CC.</p>
<p>PEU begin allocating placements from 10 August 2026</p>	<p>The Professional Experience Unit (PEU) will begin the process of sourcing and allocating placements for students who have completed the placement pre-requisites. Students are reminded not to contact schools or centres directly—placements are arranged by the PEU.</p> <p>If you are no longer intending to commence placement, please notify your Course Coordinator and email peu@newcastle.edu.au as soon as possible. Please include your full name, student number, course code and semester/trimester that your enquiry relates to in the subject line of any emails you send.</p>
<p>Allocations open for student viewing in SONIA on 16 October 2026 (date subject to change)</p>	<p>Allocations will be available in SONIA for students. Students will first need to complete the 'Student Undertaking' form and once submitted, you will be able to view your placement details.</p> <p>Students must immediately contact their placement site's Coordinator to introduce themselves and arrange an orientation visit prior to their first day. An email from the Professional Experience Unit (PEU) will also be sent to all students with further instructions.</p>
<p>Students attend 20day (4 weeks) placement from 2 November 2026 to 27 November 2026</p>	<p>Students attend placement and ensure the below requirements are adhered to:</p> <ul style="list-style-type: none">• If students are unable to attend placement due to illness, injury, personal or bereavement leave, or an emergency they must notify the school or centre, and follow the 'Absence Process' available on the SONIA Home page: <div data-bbox="518 1150 790 1289" data-label="Image">A screenshot of a digital document icon. The icon is rectangular with a light gray border. At the top, the word "Documents" is written in a small, dark font. Below this, there is a yellow rectangular area containing a document icon (a white sheet of paper with a folded corner) and the text "Absence Process" in a dark font.</div> <ul style="list-style-type: none">• Discuss their Final Report with their placement site by the final week of placement.• Ensure their Final Report is submitted and signed off by all parties by the final day of placement.