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| **Student Profile Form/Application Form:**  **SEA-TVET STUDENT EXCHANGE PROGRAMME**  **(4th Batch in 2019: Aug-Oct 2019)**  **Strict Deadline: 30 June 2019**    **For Students**: Please **“TYPE**” on this form and include photo and a copy of **latest transcript** /and or TOEFL/IELTS score (if available) to the Coordinating Teacher **– Please do not use your hand writing on this form as some information can not be readable.**  **For Coordinating Teachers:** Please submit this completed form to **your partner institution** and **SEAMEO** ([tvet@seameo.org](mailto:tvet@seameo.org)) by **30 June.** | Photograph is necessary. |

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| **1. Given Name:** | **Family Name:** |
| **Please identify schedule when you can travel for internship exchange** (Please check “x” on your choice) | ❑ Option 1) 17 Aug–15 Sept 2019 (30 days)  ❑ Option 2) 21 Sept–20 Oct 2019 (30 days)  ❑ Option 3) Sept onwards (30 - 90 days) Please suggested your convenient schedule: ………………… |
| **Please identify how long you prefer for your internship period** (Please check “x” on your choice) | ❑ 30 days  ❑ 60 days  ❑ 90 days |
| **Please identify type of company/industry you would like to have for internship** | (Your answer) |
| **Please identify areas of responsibility that you would like to do during internship:** | (Your answer) |
| **2. Sex:**  ❑ Male ❑ Female | **3. Nationality:** |
| **4. Date of Birth** *(Day/Month/Year)***:** | **5. Age:** |
| **6. Name of Current Institution:**  Name:  Address:  Country: |  |
| **7. Current Educational Level:** |  |
| **8. Major Area of Study:** |  |
| **9. Current Academic Performance**  **(Grade Point Average):** |  |
| **10. Details of Coordinating Teacher:**  Name: (Ms/Mr/Dr)  Position:  Mobile:  Email:  Whatsapp Number: |  |
| **11. Student’s Contact Details:**  Home Address:  Home Telephone Number:  Mobile:  Email:  Whatsapp Number: |  |
| **12. In Case of Emergency, Notify to:**  Name:  Address:  Relationship:  Tel:  Email: | |
| **13. Proficiency in Language/s: (Please check** *✓* **)** | |

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|  | **Speaking** | | | **Writing** | | | **Reading** | | |
| **Language** | Good | Fair | Poor | Good | Fair | Poor | Good | Fair | Poor |
| English |  |  |  |  |  |  |  |  |  |
| Others, please specify |  |  |  |  |  |  |  |  |  |
| Chinese |  |  |  |  |  |  |  |  |  |
| Thai |  |  |  |  |  |  |  |  |  |
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| **14. Work/Internship Experience:** |

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| **Company** | **Country** | **Period**  **(month/year to month/year)** | **Position** | **Responsibilities** |
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| **15. Computer Skills:** | | |  |  |
| **Programme** | **Good** | **Fair** | **Poor** | **None** |
| MS-Word |  |  |  |  |
| MS-Excel |  |  |  |  |
| MS-PowerPoint |  |  |  |  |
| MS-Project |  |  |  |  |
| Website Design |  |  |  |  |
| Graphic Design |  |  |  |  |
| Multimedia Design |  |  |  |  |
| Website Programming |  |  |  |  |
| Database Design |  |  |  |  |
| Others (Please specify): |  |  |  |  |
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| **16. Specific Research Area during Internship or Field of Interest for Research Project you would like to do (optional):** | | |  |  |
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| **17**. I certify that the statements made by me in answer to the foregoing questions are true, complete and correct to the best of my knowledge and belief, and that I have read and intended to comply with the objectives and conditions of the internship programme as attached.  ………………………………………….. ………………………………  Signature Date | | |  |  |

After completing the Student Profile Form, please submit the completed form to your Coordinating Teacher with the following attachments

* A copy of updated transcript in English language
* A copy of TOEFL/IELTS (if available)

**Remarks for Coordinating Teachers:**

After selecting/screening students for the 4th Batch of SEA-TVET Exchange Programme, the coordinating teachers can submit the **Student Profile Form** to the partner institutions and SEAMEO Secretariat ([tvet@seameo.org](mailto:tvet@seameo.org)) with the **transcript and recent TOFEL or IELTS Scores (if it is available)**

Additional information/clarification, please contact Mr Nithan at his email: [tvet@seameo.org](mailto:tvet@seameo.org); [nithan@seameo.org](mailto:nithan@seameo.org)

Thank you very much