



Early Childhood Education

Placement Site Special Request Form

**Please note the Special Request deadline is October 2nd, 2017. All request forms must be submitted via email or in print to Nafeeza Ali, Placement Coordinator by this date.*

Student Name: _____

Date: _____

Every effort will be made to try and accommodate placement site special requests received by the deadline noted above. However, please be advised that there is no guarantee that Mothercraft College will be able to meet your request as there are multiple factors that must be considered and can affect the outcome. These include:

- Site criteria evaluation results
- Site availability and agreement to take on student placement
- Student academic standing and prior performance on placement
- Student submission of required documents (e.g. Police Reference Check, Health Form, etc)
- The number of similar requests

Each student can submit only one special placement request. Please check which one of the following you are requesting:

- School Board Placements - 2nd Placement ONLY (e.g. Full Day Kindergarten/FDK)
PLEASE NOTE: no credit/advanced standing will be granted for FDK Placements
- Out of Province/International Placements - 3rd Placement and Preschool/Kindergarten Age ONLY
- Centre or Program: _____ (please specify)

Note: Decisions concerning special requests are at the discretion of the Placement Coordinator/College.

Decision: _____

Assigned Placement Site (if applicable): _____

Signature of Placement Coordinator