

Understanding Your Student Undertaking

Faculty of Science, Engineering and Built Environment



What is a student undertaking?

A student undertaking is a formal promise you make before starting your placement. By signing the student undertaking, you agree to do certain things (and agree not to do other things) while you are on placement.

What does the student undertaking cover?

The student undertaking focusses on four main areas:

- confidentiality;
- intellectual property;
- behaviour and conduct; and
- support available to you.

Why do I need to sign the student undertaking?

Host organisations take confidentiality and privacy very seriously. During your placement, you may have access to personal, sensitive or health information, confidential business information and/or intellectual property. It is important that you understand your responsibilities when handling this information and ensure it is kept confidential at all times.

What is intellectual property?

Intellectual property refers to *creations of the mind*. During your placement, this might include things like:

- a design, logo or brand concept;
- an invention or new idea;
- written or artistic work;
- a new plant variety; and/or
- any other creative or innovative output.

If you create intellectual property while on placement ("Placement IP"), it will generally belong to the host organisation (except for copyright in any assessment materials you are required to complete as part of your course at Deakin University).

By signing the student undertaking, you agree to transfer any rights you have in Placement IP to the host organisation. This ensures the host organisation can use and protect the work created during your placement. If you and the host organisation agree to a different arrangement about who will own any intellectual property created during your placement, you must make sure that this arrangement is clearly documented in a legally binding agreement.

Why is the student undertaking pre-populated?

The information pre-populated in the student undertaking has been taken from your InPlace application. If any of the details are incorrect or incomplete, please contact the Work Integrated Learning Team at sebe-wil@deakin.edu.au.

Can I obtain independent legal advice before signing the student undertaking?

Deakin encourages you to obtain independent legal advice before signing the student undertaking as it affects your legal rights and imposes legal obligations on you. The Deakin Student Legal Service provides free and confidential legal advice, information, referral and education to students enrolled at Deakin. Further information, including how to request an appointment, can be found at [DUSA | Deakin Student Legal Service](#).

Who can I contact if I need further support or assistance?

The [Disability Resource Centre](#) helps with resources and adjustments for individuals who are neurodivergent or living with a physical or mental health condition that impacts their studies or participation in university life. [Safer Community](#) provides a free, confidential support service for those who experience concerning, threatening, inappropriate or uncomfortable behaviour. Deakin also provides various [Health and wellbeing](#) services for students including medical centres and counselling, spiritual care, inclusion and disability.

If you experience any form of sexual harm, gender-based violence or any other behaviour that makes me feel threatened or unsafe in any way while on placement, you are encouraged to report this behaviour to Safer Community, your Unit Chair, the Work Integrated Learning Team or any other member of Deakin staff whom you feel comfortable speaking with.