

APPLICATION FORM FOR STUDENT/TRAINEE/VOLUNTEER PLACEMENT

Please fill out the following sheet and submit with your Photo, ID Proof, Latest Degree Certificate and Letter of Motivation.

If you have any queries you can contact: **Ms. Nimisha Desai**

Email: nimisha.olakh@gmail.com

[A] BASIC INFORMATION

Date: _____

Name: _____ Email: _____

Address: _____

Permanent/Home address (if deviant from above): _____

Contact No: _____ Nationality: _____ ID Proof: _____

Passport Number: _____ Pan Card Number: _____

Age: _____ Sex: _____ Religion: _____ Marital Status: _____

Educational Qualifications: _____

School/College/University address: _____

Contact No: _____ Email: _____

Name of supervisor/guide/reference: _____

Contact No: _____ Email: _____

Emergency Contact Person Name: _____

Address _____

Contact No: _____ Email _____

Duration of your association with **Olakh**: from _____ to _____

PLEASE PUT A CHECK IN THE APPROPRIATE COLUMNS

Languages	Can read	Can write	Can speak	Can understand
Gujarati				
Hindi				
English				
Other				

[B] PLEASE SEND YOUR CV (curriculum vitae) WHICH SPECIFICALLY ANSWERS FOLLOWING QUESTIONS (ON A SEPARATE SHEET)

- Birth Date, Nationality
- Please clarify the purpose and motivation of your stay
- Please clarify your educational background & qualifications: Undergraduate/Graduation College and Major and degrees earned (year of passing & university/school)
- Please list any awards and honors you have received
- Please list any work /extracurricular/other experiences in social work field
- Please list any research experience and/or publications
- Please list your skills and expertise
- Please specify your limitations
- Please specify your health condition (if any)

Please follow universal precautions to protect yourself especially against malaria, heat-stroke, and food-borne disease. Please visit website of the Centers for Disease Control and Prevention (www.cdc.gov) for further details.

Olakh will not be responsible for any physical or mental injury/illnesses that you might suffer during your stay. Students will be responsible for any health-care charges.

[C] IN ABOUT A ONE-PAGE ESSAY:

- Please tell us about yourself
- What are your passions/dreams?
- How did you come to know about Olakh?
- Why have you chosen to take a placement/volunteer at Olakh?
- What do you hope to accomplish during your stay?
- What are your expectations at Olakh during your placement?
- Is there a particular area / activity / program of Olakh in which you would like to work?
- What are your plans for the future?
- Please specify whether you want to experience Olakh as **volunteer/intern/placement** or you want to do an **elective research study or special project work**. If this elective is for school credit a letter from either the chairperson or head of your department stating that you are in good standing would be desirable. Have them include in their letter any specific requirements that you will need to fulfill in order to receive credit.

[D] SIGNED AGREEMENT: "I have read the guidelines developed for students/volunteers/interns coming to Olakh and hereby give the full guarantee to abide by the same." to be followed by your signature.

SIGNATURE.....DATE.....