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*DLO * *OL3FKN1VPDQ
$VVLVWDQW 'HDQ
8QGHUJUDGXDWH +HDOWK 3URIHVVLRQV

JJOLFNVPDQ#EU\QPDZU HGX

*OHQQ 1 &XPPLQJV 3K'
$VVRà y.¼ ùuF XPP@1QJV #EU\QPDZU HGX

&RQWHQWV

&KDSWHU ,QWURGXFWLRQ $GYLVLQJ +HDOWK 3URIHVVLRQV
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&KDSWHU 3UHSDUDWLRQ
$FDGHPLF 3UHSDUDWLRQ SUHPHGLFDO FRXUVH UHTXLUHPHQWV
x 5HTXLUHG 3UHUHTXLVLWH &RXUVHV

&KDSWHU 3UHSDULQJ IRU 0HGLFDO 6F

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6WXGHQWV LQWHUHVWHG LQ PHGLFLQH VKRXOG UHDOL]H WKDW
JDLQHG VNLOOV DQG FRPSHWHQFLHV WR VKRUWHQ WKH &RPHWHQFLHV OLVWHG E\ WKH $
VWXGHQWV PXVW JDLQ DFDGHPLF SUHSDUDWLRQ WKURXJK FRXU
UHODWHG VHWWLQJV DQG FRQWULEXWH WR FRPPXQLW\ VHUYLF
H[SHULHQFHV WKDW DOVR PHDQ\ VWXGHQWV WKDW DOVR HQJDJLQJ LQ UH
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<RX PD\ EH VXUSULVHG WR OHDUQ WKDW \RX FDQ
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FRPPXQLFDWLRQ VNLOOV DV ZHOO DV LQWHOOHFWXDO FXULRVL

7KHUH LV QR PDMRU WKDW ZRXOG EH
QDWXUDO VFLHQFHV DUH HVVHQWLDO IRU VXFFHVV LQ PHGLFLQ
D ILUP IRXQGDWLRQ LQ WKH QDWXUDO VFLHQFHV ZKLOH SXUVXL
<RX
D PDMRU ZLWK D PLQRU LQ D GLIIHUHQW GLVFLSOLQH

WKDW LQGLFDWH WKDW RQH QHHG QRW FRPSOHWH VSHFLILF FRX
DGYLVDEOH WR OLPLW WKH QXPEHU RI VFKRROV IRU ZKLFK \RX¶

&(VSRQVRUHG SURJUDP LV WKH 9ROXQWHHU LQFRPHFKDVWXGHQW
WUDLQHG WRFRPPXQLWLHV ZGHQWV LQ WKH 1RUWKZRQ FRPPXQLW\

%HIRUH DSSO\LQJ WRRPHXGLQJ LQ VRPH H[SHULHQFH ZRUNLQJ LQ
RIILFH DQG &(HVWDEOLVKHG D GLUHFWRU\ RI KHDOWK FDUH YR

WKH KHDOWK SURIHVVLRQV DGYLVRU DERXW KRZ WKH SDLG DQ
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,I \RX KDYH QRW DOUHDG\ WDNHQ[VXPPHU&$7 WDNH LW E\ YHU\
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VFKRROV ZLOO FRQWLQXH WR PRGLI\ WKHLU FRXUVHZRUN LQ UH
0&$7FKDQJHV LPSOHPHQWHG LQ 7KH SUHKHQDHZWLKQ LDRGUYPLDVWRLURZ
EHFRPHV

&KDSWHU 3UHSDULQJ IRU 'HQWDO 6FK

'HQWLVWU\ LQFOXGHV PDQ\ H[FLWLQJ SURFHGXUHV VXFK DV FURZQV EULGJHV
DV RUWKRGRQWLFV DQG RUDO DQG PD[LOORIDFLDO VXUJHU\ 6R
LQ GHQWDO VFKRROV 7R OHDUQ DERXW GHQWDO & UHHUV
,I \RX DUH LQWHUHVWHG LQ GHQWLVWU\ FKHFN WKH 3UHKHDOW
,QWHUHVW 3URJUDPPLQJ LQLWLDWLYH FRQQHFWHG ZLWK WKH +3

0XFK RI WKH JHQHUDO SUHSDUDWLRQ IRU PHGLFDO VFKRRO DOVR
VFKRRO VR SOHDVH UHDG WKH FKDSWHU DERXW SUHSDULQJ IRU
$VVRFLDWLRQ VLWH LQFOXGHV D VHFWLRQ IRU VWXGHQWV FRQV

$3 ,% FUHGLWV RQ SROLF\ DERXW DFFH
KDYH $3 ,% FUHGLW VRUHDQF LQWKRGXFWRU VFKRROV VWURQJO\
VXSSOHPHQW WKRVH FUHGLWV EHLQJ DNLQG RXWSXW ZLWK ODEV LQ W
LPSRUWDQW WR WDNH DV PDQ\ VFLHQFH FRXUVHV DV SRVVLEOH
FRXUVHV \RX SODFH RXW RI DQ LQWURGXFWRU\ VFLHQFH FRXUVH
ZLWK ODE LQ WKH ILHOG

2IILFLDO 5HVSRXUFHV DERXW 6FKRROODVFKQVGSKHGXOHV
LQIRUPDWLRQ DERXWDGPLVVLRQSDFDGHPLFDOGHWRKLFDWHGV H[SHULHQWLDO
LQIRUPDWLRQ DERXW FRVWV HQUROODPHQW&V 6DQGG3HDQ3UHSDUDWRU\

7KH PRVW UHFHQW [redacted] pKH W• $° C ZKr°° À0`PDZ
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&KDSWHU 3UHSDULQJ IRU 9HWHULQDU\

3UHSDUDWLRQ IRU YHWHULQDU\ VFKRRO UHTXLUHV VWXG\LQJ VF
DYDULHWLHV RI DQLPDOV SHFLHV DQG LQGLYLGXDOV VPDOO DQLPDOV VXFK DV GRJV DQG FDWV
PDQ\ RSWLRQV DYDLODEOH IRU FDUHHUV ZRUNLQJ ZLWK DQG WUHDWLQJ
VHWWLQJV LQFOXGLQJ SULYDWH SUDFWLFH]RRV ZLOGOLIH FH

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&KDSWHU 3UHSDULQJ IRU *UDGXDWH 6WXGL

3XEOLF KHDOWK LV DQ LQWHUGLVFLSOLQDU\ ILHOG WKDW HPSKD
KHDOWK\ FRPPXQLWLHV 3XEOLF KHDOWK SURIHVVLRQDOV DUH L
PHQWDO KHDOWK DQG WRRGSGHVYDEQLWOLGWL\EDRXQJLFRPPXQDWLHV DQ
IRFXV RQ FRPPXQLWLHV DQG SRSXODWLRQ KHDOWK UDWKHU WKI

%HFDXVH SXEOLF KHDOWK HQFRPSDVVHV D UDQJHRIDUHDYLFHV
LQWHUHVWHG WLQ DSYDOULFDWQ\RM ZLQGHUJUDGXDWH PDMRUV $OOR
ZLOO SUHSDUH \RX WR HQWHU DW OHDVWRXJK EWWLVHQRXE OLFUH
PRVDWHDSXERLFVKHDOWKXVXDMWXOFWLRXWDLQRU WRVWXGGXDWH

&RPPRQ DUHDVLQRSXEOLF\ KHDOWK DUH

- %HKDYLRUDO DQG6WRFLDQWFLHQWFHV ILHOGV OHDUQ KRZ
  VRFLDO IDFWRUV FRQWULEXWH WR SXEOLF KHDOWK VROXWL
- %LRVWDWQGVWLFVQLRW6WXGHQWXGHQWUGKWRZ SRSXODWLRQ VWXGLHV D
  KHDOWK DLQWHUHQWVHDUWKHFWLKQWLFLHQWQGILQFRQXGLHQFHV
- &RPPXQLHWD\6WXGHQW[SORWKH IRXQGDWLRQ EXLOWR\FNV RI
  VWUXFWGXWUKHWUBRQ EHSUQPRWLQJ D KJHDOWK\KOLFHDLQHD
- (QYLURQPHQW6DXGHQWVWKOHDUQ DSSURDFKHV WR DVVHVV HQ
  DQG WKH ULVNV WKH\ SRVH IRU WKH KHDOWK RI LQGLYLGXD
- (SLGHPLRORJ\ JDLQWURQGWRDBMQGHEQKVHV UHODWHG
  SRSXODWLRQV XQGHUVWDQG WKH FDXVH RI DQG VROXW
- *OREDO +HDOWK LQWHUGLVKHDOWK DSSURDFK
  SRSXODWLRQV H[DPLQLQJ WKH ZD\V KHDOWK GLVSDULWLHV
- +HDOWK 3ROLF\ DQ6WXGHQWGHQWVP HQWRHOSWLRQ XQGHUVWDQG
  DQG HQWKDHQFHHOLYHU\ TXDOLW\ DQG FRVWV RI KHDOWK FDU

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$SSHQGL[& 3UHKRVSLWDO WUXVW LQYHVWPHQW

%U\Q 0DZU¶V WUXVWHHV DQG RIILFHUV VHHN PRWHV VWXGHQWV DV OHDGHUV RUJDQL]DWLRQV DQG WKLV LV HYLGHQW LQ WKH SUHKHDOWK FR

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7KH 3UHKHDOWK 6RFLHW\ RUJDQL]HV DFWLYLWLHV IRU DOO VWXGHQ
,Q UHFHQW \HDUV HYHQWV LQFOXGH VWXGHQW SDUWLFLSDWLRQ DW WKH DQQXDO FRQYHQWLRQ DQG WKH VRFLHW\ KDV EURXJKW LQ QDWLRQDOO\ NQRZQ
VSHDNHUV ZKR ZRUN LQ SUHKRVSLWDO FDUH DQG UHJLVWHUHG VWXGHQW
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([DPSOHV RI SUHYLRXV +HDOWK ,QWHUHVW 3URJUDPPLQJ DFWLY

- +RVWLQJ VSHDNHUV RQ
- $UUDQJLQJ SDQHO GLVFXVVLRQV RQ WRSLFV RI
-)LQGLQJ DQG GLVFXVVLQJ SHHU
- +RVWLQJ EURZQ EDJ OXQFK VHVVLRQV WKDW
- 9LHZLQJ PRYLHV RU GRFXPHQWDULHV ERXW VSHFLILF WRSL

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- %LRHWKLFV
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- *OREDO +HDOWK
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- ,QIHFWLRXV 'LVHDVHV
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- /*%74,$ DQG 0HGLFLQH
- 3HGLDWULFV $GROHVFHQW 0HGLFLQ
- 6XUJHU\
- :RPHQ¶V +HDOWK

Appendix D: Professionalism

6HUYLQJ RWKHUV WKURXJK D FDUHHU LQ WKH SRKHDOWK ILHOG LV D ORW RI IXQ
VROLG PXOWLGLVFLSOLQDU\ WHDPZRUN LQWHUSHUVRQDO VNLOOV DQG S\FKRORJ\ LQWHU
\RXU SDUWLFLSDWLRQ LQ FRPPXQLW\ HYHQWV KHOS \RX WR G
ZKLFK DUH GLPHQVLRQV RI SURIHVVLRQDOLVP

:KHWKHU \RX DUH DSSO\LQJ IRU LQWHUQVKLSV ZRUNLQJ RQ D S
YROXQWHHULQJ LQ WKH FRPPXQLW\ SU\RXU WKRXJKWV DERXW WKH
DUH VRPH JHQHUDO S\UHVSDUHU FRQVLGHUDWLRQV

&RPPXQLFDWLRQ LVVXHV

:KHQ FKRRVLQJ XVHUQDPHV IRU HPDLO DFFRXQWV RQOLQH
FKRRSURIHVVLRQDO VRXQGLQJ XVHUQDPH 7KH XVHUQDPH R
VR \RX ZRXOG QRW ZDQW D SURYRFDWLYH QDPH WR FUHDWH
6RPHWLPHV LW LV QRW SRVVLEOH WR FKDQJH WKH XVHUQDP
<RX VKRXOG VHW XS D VHSDUDWH HPDLO DFFRXQW WKDW \R
VXFK DV FRUUHVSRQGHQFH DERXW LQWHUQVKLSV DSSOLFD
FRQWDLQLQJ \RXU QDPH DQG FRQWDFW
' R QRW ZULWH DQ\ HPDLO P HVVDJHV RU FRQWHQW WKDW
HDV\ WR GR WKLV VR FDUHIXOO\ UHDG HYHU \RXU HPDLOV E
,I \RX SURYLGH \RXU FHOO SKRQH QXPEHU RQ \RXU UHVXPH
\RX KDYH DQ DSSURSULDWH YRLFHPDLO JUHHWLQJ
:KHQ DVNLQJ IRU OHWWHUV RI UHFRPPHQGDWLRQ UHPHPEH
SURIHVVRUV RIWHQ KDYH PDQ\ RWKHU UHFRPPHQGDWLRQ O
ZLWK SOHQW\ RI DGYDQ DQG SURYLGH VSHFLILF LQIRUPDWLR
UHFRPPHQGDWLRQ LV WR EH VHV HU WÂ € PH Y a KHQJ

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$OWKRXJK WKLV OLVW ZDV SUHSDUHG IRU DSSOLFDQW PHGLFDO V
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  SV\FKRORJLFDOWXUDO1RDQG ELRORJLFDO IDEWRUV WKDW LQ

- /LYLQJ 6\VWHPV
  $SSOLHV NQRZOHGJH DQG VNLOOV LQ UHODWLRQVKLSV DQG WHDPZRUN
  PDFUR V\VWHPV LQFOXGLQJ ELRPROHFXOHV PROHFXOHV FH

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  8VHV ORJLF DQG UHDVRQLQJ WR LGHQWLI\ WKH VWUHQJWKV
  FRQFOXVLRQV RU DSSURDFKHV WR SUREOHPV

- 4XDQWLWDWLYH 5HDVRQLQJ
  $SSOLHV TXDQWLWDWLYH UHDVRQLQJ DQG DSSURSULDWH PD