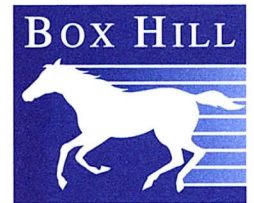


Private & Confidential

22 October 2013

Santiago Vela  
6 Carinya Court  
Mount Waverly Vic 3149

COPY



**INSTITUTE**

*Global Educators*

*Melbourne - Australia*

Dear Santiago

**Letter of Appointment – Fixed Term  
Short-Term Overseas Assignment – Teaching**

I have great pleasure in offering you fixed-term employment with Box Hill Institute (the Institute) in the position of Teacher (classification and time fraction detailed in Schedule 1) on the terms and conditions contained in this letter of appointment.

Subject to the termination provisions of this letter of appointment, your employment will be for the period identified in Schedule 1. Your employment is for a fixed-term only due to the nature of funding associated with this overseas appointment.

You may only become an ongoing employee of the Institute if the Institute offers you an ongoing employment position in writing, and you accept such an offer.

You acknowledge that no representations about employment, after the expiry date, have been made by the Institute or its representatives, and that there is no expectation of employment beyond the termination date.

This offer is subject to the business travel being approved and appropriate insurance being arranged prior to your departure.

**Role, Location and Duties**

The appointment offered to you by the Institute is for a teaching position based offshore. The location is identified in Schedule 1.

You are to undertake teaching according to the Job Characteristics set out in Schedule 4 of the Victorian TAFE Teaching Staff Multi-Business Agreement 2009 (MBA), and the Duty Statement attached as Schedule 2 of this letter of appointment.

You are required to perform your role in accordance with the lawful and reasonable instructions of the Institute. Duties shall include exercising powers and discretions, holding responsibilities and performing any task delegated to you within your area of responsibility. Your duties may be varied on the giving of reasonable, written notice by the Institute.

You are required to work in accordance with the client's onsite rules and practices, if applicable.