

Industrial Attachment (IA) Course (BN5666)

Guidelines for Students in MSc (BME) taking this course

This is a 4 Units course for attachment to a company from Week 0 to end of Week 15 (1 semester, 16 weeks).

This is a CS/CU (Completed Satisfactory 'CS'/Completed Unsatisfactory 'CU') graded course.

Students are expected to source for their own industrial attachments. Students can only do Full-Time industrial attachments in Singapore. **Overseas attachments are not allowed**. The job scope of the industrial attachment should be related to biomedical engineering.

Students are strongly recommended not to take more than 2 courses in the same semester when doing IA. If the examination date of the courses falls during the IA period, students need to seek permission from the company supervisor to be excused to sit for the examination prior to enrolling in the course.

Students enrolled in IA will not be allowed to enroll in BN5001 (Independent research study) in the same semester.

A. Prior to Attachment at Company

1. Do consult your program director & department admin before you enroll in this course.
2. Application to enroll in IA course should be made by completing **Form -Project Proposal for Industrial Attachment (IA module)** and seeking **approval one month before the start of the semester** (Week 0) – 1st Dec for January semester and 1st July for August semester.

B. During Attachment

1. Students are to submit a concise workplan (endorsed by company supervisor) to NUS supervisor within the **first two weeks** of the attachment.
2. Students are to report regularly to NUS and company supervisors, to inform them of significant accomplishments and issues.
3. Supervisors will monitor student's achievement of IA project targets
4. Where feasible and deemed necessary by NUS supervisor(s), NUS supervisor(s) will visit the company to gain an appreciation of the student's work environment.
5. By the end of **week 15** of the semester in which the IA is to be completed, the student should submit a completed **Form - Completion of Industrial Attachment Period(s) at Industry** to the Department.

C. After Attachment

1. By the end of **week 15** of the semester in which the IA is to be completed, students are to submit a report describing IA experience to the NUS supervisor. Report should include the following sections:
 - a. Introduction to the company (main lines of business, size, organizational structure, etc.)
 - b. Description of job scope (project description, student's role, importance of the project within the company, etc.)
 - c. Accomplishments within IA (deliverables met/not met, new ideas contributed, learning outcomes, etc.)
 - d. Reflections (good and bad experiences, things students could have done differently, things company/supervisors could have done differently, etc.)
2. Student to make a presentation to the NUS supervisor.

3. An assessment by the NUS supervisor in consultation with the company supervisor is to be completed by **mid of week 16**. A student will be assigned the CS grade if all the following conditions are met, otherwise the CU grade will be given:
 - a. Student's **work attitude** is satisfactory or better.
 - b. Student's **achievement of targets** set out at the start of the project is satisfactory or better.
 - c. Student's **final report** (see point 1) is satisfactory or better.
 - d. Student's **presentation** (see point 2) is satisfactory or better.

For further details, you may approach your Department's MSc programme director or admin staff supporting MSc programmes.