

Undergraduate Industry Projects Summary of BEX units and requirements

There are two undergraduate industry project units:

Unit	Credit Points	Duration
BEX 3350/3351	6 credit points	20 days
BEX 3450/3451	12 credit points	30 days

Students may find their own project or they may apply to Monash to find a project for them. Projects may be local, interstate or overseas. Please note that the Work Integrated Learning (WIL) program is highly competitive and there is no guarantee that every student submitting an application will be successful.

Eligibility

- Completion of 96 credit points towards degree (16 units).
- Credit grade average (i.e. 60% plus).
- 1 open elective available (for BEX 3350/3351) or 2 open electives (for BEX 3450/3451).

Duration

Projects can be of 20 days (BEX 3350/3351) or 30 days (BEX 3450/3451) duration. This can be full-time or on a part-time equivalent basis. Students negotiate the duration with the business when they arrange the project. However, the total number of days required for the unit must be completed prior to the presentation assessment.

Assessment

1. End of placement evaluation - completed by supervisor. BEX 3450/3451 also has a mid-placement evaluation completed by the supervisor.
2. End of placement evaluation - completed by student. BEX 3450/3451 also has a mid-placement self-evaluation completed by the student.
3. Oral presentation (in O-week for summer semester, week 12 for semesters 1 and 2, week 1 of second semester for winter)
4. Reflective essay (1000 words for BEX 3350/3351 and 1500 words for BEX 3450/3451)
5. Portfolio which is bound and includes all of the evaluations, reflective essay and daily journal kept throughout the project.

Please note that all students enrolled in an industry project are required to attend an induction session (sessions are held in O-week and week 1 of semester).

Application Process

Students are required to make a formal application to undertake these units. Details (including opening and closing dates) are available at business.monash.edu/students/student-experience/work-integrated-learning

All students must complete an Internship Proposal form which covers the following information:

- Contribution expected to be made to the organisation
- Expected gains for the student from undertaking the placement or project
- How the project relates to the student's degree or major discipline area

Students finding their own project will also need to supply additional information via the online application process that covers:

- The project role
- Company details (name, location etc.)
- Supervisor details (name, contact information). If overseas, this needs to an English-speaker
- Starting and finishing dates

Projects need to be approved by the WIL Team before enrolment to ensure they meet the unit requirements.

Key Contacts

WIL Team (for placement queries)

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