Undergraduate Industry Placements
Summary of BEX units and requirements

There are three sets of BEX units covering industry placements. These are summarised below:

<table>
<thead>
<tr>
<th>Unit</th>
<th>Duration</th>
<th>Credit Points</th>
<th>Work Arrangements</th>
</tr>
</thead>
<tbody>
<tr>
<td>BEX 3006/3106</td>
<td>20 days</td>
<td>6 credit points</td>
<td>2 days per week over 10 weeks</td>
</tr>
<tr>
<td>BEX 3012/3112</td>
<td>30 days</td>
<td>12 credit points</td>
<td>3 days per week over 10 weeks</td>
</tr>
<tr>
<td>BEX 3024</td>
<td>55 days</td>
<td>24 credit points</td>
<td>5 days per week over 11 weeks</td>
</tr>
</tbody>
</table>

Students may find their own placement or they may apply to Monash to find a placement for them. Placements may be local, interstate or overseas. Please note that the 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 (16 units) of your degree by the time you commence your placement (16 units). You cannot apply with fewer than 72 credit points (12 units).
- An appropriate number of capstone/electives in their course (i.e. 1 for BEX 3001/3106, 2 for BEX 3012/3112 or 4 for BEX 3024).

Assessment
1. End of placement evaluation - completed by supervisor. (Note that 12 and 24 credit point units also have a mid-placement evaluation to be completed by the supervisor).
2. End of placement evaluation - completed by student. (Note that 12 and 24 credit point units also have an end-placement evaluation to be completed by the supervisor).
3. Oral presentation (in O-week for summer semester, week 12 for semesters 1 and 2, week 1 of semester 2 for winter).
4. Reflective essay (1000 words for BEX 3006/3106, 1500 words for BEX 2012/3112 and 2000 words for BEX3024).
5. Portfolio which is bound and includes the evaluations, reflective essay and daily journal kept throughout the placement.

Note that all students enrolled in an industry placement are required to attend an induction session (in O-week or week 1 of semester).

Application Process
Students are required to make a formal application to undertake these units. Details (including closing dates) are available at monash.edu/business/student-experience/career-development/industry-experience/work-integrated-learning/undergraduate-industry-experience

All students should supply the following information during the application process:
- Contribution expected to be made to the organisation
- Expected gains for the student from undertaking the placement or project
- How the placement relates to the student’s degree or major discipline area

Students finding their own placement will also need to supply the following information:
- The placement role
- Company details (name, location etc.)
- Supervisor details (name, contact information). If overseas, this needs to an English-speaker
- Starting and finishing dates

Where students find their own placement it should be in a business-related role, preferably in the student’s major discipline area. Student-sourced placements are assessed and approved by the academic coordinators to ensure they meet unit requirements.

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