

WORK EXPERIENCE PLACEMENT

ADMISSION AND CREDIT REQUIREMENTS

(CIVIL ENGINEERING - first degree studies)

Work experience placement (6 weeks, minimum 180 hours) takes place in companies connected to the construction industry (design offices, construction sites, building materials plants and laboratories, etc.). It is implemented after signing the contract between a company, Bialystok University of Technology and a student.

Procedure for the student:

1. Select a company and schedule the date of the placement with the management.

*Deadline – the end of March**

2. Deliver to the Faculty Supervisor (room 35B) hardcopies of the documents (completed on computer):

- **Notification** (1 copy),
- **Contract** (3 copies, one with the **Program** and **RODO** attached) (don't put the date in the contract).

*Deadline – the end of April**

3. After signing the contract by the Vice-Dean, collect it and go to the company for a signature, and then return one copy of the contract to the Faculty Supervisor.

4. After completing the work experience placement, deliver to the Faculty Supervisor your **Weekly Reports** from work experience placement (one card for each week), signed by the company supervisor and the student.

Credits (6 ECTS) are given by the Faculty Supervisor after meeting all requirements and standards (record in the USOS system during 7th semester).

The work experience placement can be scheduled at any time during the summer holidays (July-August, except for the term of Geotechnical traineeship) after 2nd, 4th or 6th (6 weeks continuously or divided).

All of the above **documents (highlighted in yellow)** can be downloaded from the Faculty's website.

Faculty Supervisor of work experience placement: Dr Beata Backiel-Brzozowska, room 35B, e-mail: b.backiel@pb.edu.pl

*refers to the year in which the Work experience placement will be implemented