

TO WHOM IT MAY CONCERN

PRACTICAL / VACATION WORK REQUIREMENTS FOR BSc Eng DEGREE

As part of the degree programme, the Faculty Rules require each student to undertake a minimum of 14 weeks practical work which should include a 2 week workshop course.

Workshop Training is unfortunately no longer provided at the University of KwaZulu-Natal and all students are now required to complete this training through an external company. This workshop course should be completed by the end of the students second academic year. Should an organization be in a position to offer Workshop Training within their own workshops, then the following requirements should be covered: Workshop safety; basic hand tools; marking off & cutting; drilling; milling/turning/welding.

A letter from the company should be handed to the student after completion of the training confirming what has been completed.

The students are expected to spend part of each long vacation doing practical vacation work. Each student must submit a written report to the School within 6 weeks of the start of the subsequent semester. The report must describe in detail the practical work undertaken and must conform to the School requirements in respect of written reports. The report must be accompanied by a "Certificate of Progress" (stating the dates he has worked) and to be signed by the employer (usually the direct supervisor) as to the type of practical work required, this will depend on a number of factors.

- (1) The level of the academic achievement of the student.
- (2) The type of specialization of the student; electronic, mechanical, electrical, chemical, etc.
- (3) The type of Industrial Organization the student is entering.

Obviously the technical difficulty of the work given to a first year level student, would not be the same as that given to a final year level student.

The Vacation work for each student should be under the guidance of a Professional Engineer, it is he/she who will know what to arrange for each student.

Should any further information be required, please feel free to phone, fax or e-mail me.

Yours sincerely

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