Graduation Requirements
Bachelor of Technology

1. **<u>WHITE LOGBOOK</u>**

   Digital copies are available online from curtin.edu/sae-engage under 'Fieldwork, placement and industry project portal'. One entry per internship experience and all entries must be signed by your supervisor / a company stamp if possible.

2. **<u>REFLECTIVE REPORT</u>**

   ❖ **ENG, TECH, GENE & PRI PLACEMENT**

   The required length of the report depends on the relevant EPEP category.

   This report needs to cover **3 aspects** of your experience:-
   (i)   Context about your working environment
   (ii)   Description of the activities you undertook
   (iii)   Reflection on those aspects of professional engineering practice that you observed and experience

   ❖ **GEN, PRES and PROF ACTIVITIES**

   A 200-word short form reflection is required.
   This report needs to cover 3 aspects of your experience:-
   (i)   A brief background for the activity
   (ii)   What your personally did, your role in the activity
   (iii)   What you learnt from the experience

3. **<u>LETTER FROM EMPLOYER</u> ***

   The letter must include the following:-

   - **Company Letterhead** with address and contact details
   - **Duration of the employment - <u>Date and Total hours</u>** must be included
   - **Responsibilities/duties** performed throughout the internship/employment.
   - **Signature from your supervisor (with contact number & position title) / Company Stamp**

4. **<u>INTENTION TO GRADUATE FORM</u>**
   Not Required.