**Internship Policy for B.Sc. in Civil Engineering Program**  
**Daffodil International University**

**1. Introduction** The B.Sc. in Civil Engineering program at Daffodil International University, established in 2015, incorporates an internship component to enhance students' practical knowledge and professional skills. This policy outlines the procedures and expectations for the internship process, which involves collaboration between the university and partner industries, including construction companies, water treatment plants, design firms, and manufacturers of engineering materials.

**2. Objectives** The internship aims to:

* Provide students with practical experience in real-world engineering environments, allowing them to apply theoretical knowledge to actual projects and challenges.
* Develop students' understanding of professional practices, including work ethics, safety protocols, and effective communication within multidisciplinary teams.
* Introduce students to the challenges faced in the civil engineering industry, such as project management, resource allocation, and adherence to regulatory standards.
* Enhance students' knowledge of quality management principles and their application in ensuring project quality and efficiency.
* Foster industry-academia collaboration, creating opportunities for knowledge exchange, innovation, and building networks that can benefit students in their future careers.

**3. Internship Process**

3.1 Initial Briefing Before the commencement of the internship, an initial briefing session will be held for students. This session will cover:

* The objectives and expectations of the internship.
* An overview of the working procedures and challenges in the engineering field.
* Introduction to total quality management (TQM) practices.

3.2 Working Procedures The working procedures during the internship will include:

* Familiarizing students with the daily operations and workflows of the industry.
* Assigning tasks and projects that align with the students' academic background and career interests.
* Providing mentorship and guidance through regular check-ins with industry supervisors.
* Ensuring that students adhere to workplace safety protocols and professional conduct standards.

3.3 Challenges Students may encounter various challenges during their internship, including:

* Adapting to the dynamic and fast-paced environment of the engineering industry.
* Balancing multiple tasks and managing time effectively to meet project deadlines.
* Navigating complex problem-solving scenarios that require critical thinking and innovative solutions.
* Understanding and applying industry-specific regulations and standards.

3.4 Agreement between University and Industry An agreement will be signed between Daffodil International University and the partner industry outlining:

* The roles and responsibilities of both parties.
* The duration and schedule of the internship.
* The learning objectives and targets for the students.
* Evaluation criteria and submission requirements.

3.5 Students' Learning Targets During the internship, students are expected to achieve the following learning targets:

* Gain hands-on experience in their chosen field of civil engineering.
* Understand the application of theoretical knowledge in practical scenarios.
* Develop problem-solving and project management skills.
* Learn about industry standards and best practices.

3.6 Submissions Students are required to maintain a diary and submit a final report at the end of the internship. These submissions should include:

* Daily activities and observations.
* Reflections on learning experiences and challenges faced.
* A comprehensive overview of the projects or tasks undertaken.

**4. Collaborating Team** A collaborating team will be established to ensure effective communication and coordination between the university and the partner industry. The team will include:

* A faculty member from the Department of Civil Engineering.
* An official, preferably an engineer, from the partner firm.

The responsibilities of the collaborating team include:

* Facilitating the smooth execution of the internship.
* Monitoring students' progress and providing guidance as needed.
* Addressing any issues or concerns that arise during the internship.

**5. Evaluation and Feedback** The students' performance will be evaluated based on their submissions and feedback from the industry supervisor. The evaluation will consider:

* The quality and consistency of the diary entries.
* The depth and clarity of the final report.
* The feedback on students' performance and professionalism from the industry supervisor.

**6. Conclusion** This internship policy is designed to provide a structured framework for the internship program, ensuring that students gain valuable practical experience while contributing meaningfully to the partner industry. The collaboration between Daffodil International University and the industry partners aims to prepare students for successful careers in civil engineering.