**Initiative for Coordinated Master Projects in Industry**

The chapters below give detailed information on the various aspects of the initiative of the School of Engineering and Life Sciences.

**Description and framework of Coordinated Master Projects in Industry**

A Coordinated Master Project in industry (CMP) is a work carried out by a student at the end of his master education to apply the competences acquired during his studies. It lasts 25 weeks and takes place in the company under the supervision of a teaching assistant affiliated to an EPFL research laboratory. If required (and with beforehand agreement by the concerned laboratory on the practical and financial conditions), part of the work can take place in the school’s laboratory, but a minimum of 8 weeks must be carried at the company.

The definition of an CMP subject is an important step implicating both the host company and the research laboratory. The identification of an objective suiting the technological developments of the company, and involving a research aspects requiring academic competences of the student, is of primary importance in order to guarantee a win-win-win situation for the company, the laboratory and the student. A work plan over the full duration of the project has to be established in order to follow the progress.

The student is closely supervised by the teaching assistant from EPFL and by the person in charge in the company. Regular coordination meetings allow to adjust and re-orientate the final project objective if required. Close to the project ending, the student writes his Master thesis which will be orally defended in front of a jury generally composed by a representative from the company and his academic supervisor.

To respect to academic calendar, the CMP can start during the following time windows:

- Mid-February – end of February
- Beginning of August – end of September

Legal aspects and management of intellectual property can be defined by an agreement signed by the 3 parties. EPFL provides a contract template which can be studied here:

[Link to Master thesis agreement](#)

A non-disclosure agreement (NDA) can also be signed to protect the confidential aspects of the project. Unlike internships, Master projects do not require a monthly remuneration to the student, but a compensation for travel and lodging and/or a bonus at the end of the project can be given to the student. CMPs do not require a work authorization for 3rd country citizens as the project is part of the student’s curriculum.
Sections taking part

Below you will find the 6 sections from STI and SV implicated in this strategic initiative, and to whom CMP subjects can be proposed by the company. The links lead to a list of faculty members of each section describing their main research activities.
The industrial partners are invited to study these documents in order to suggest one or several academic partners for their projects.

- Microengineering (STI)
- Materials Science and Engineering (STI)
- Electrical Engineering (STI)
- Mechanical Engineering (STI)
- Bioengineering (SV)
- Life Sciences and Technologies (SV)

Financial support

Thanks to the innovation cheque from CTI, SMEs can have access to a maximum of CHF 7,500 worth of R&D services from public research institutions and introduces you to the world of science-based innovation promotion. The coordinated master projects aimed by this initiative perfectly fit the framework of this financing tool. More information concerning this opportunity can be studied here:

- Link to the Innovation cheque

Calendar and timing to submit a CMP

In order to leave sufficient time to formulate a subject, and to attribute it to a competent lab and student, the following calendar is suggested:

- September 2015 - January 2016 : CMP submission by industry
- October 2015 - February 2016 : Attribution to a research lab and common project and workplan definition
- March-April 2016: Student application documents sent to companies.
- Wednesday May 18th 2016: Interview of candidates during industry day
- May-June 2016 : Final candidate selection by company and laboratory
- August – September 2016: First window to start the 25 weeks of CMP
- February – March 2017: Second window to start the 25 weeks of CMP
Required steps to submit a CMP proposal

- Submission of a CMP proposal by industry using the EPFL internship portal. In order to distinguish these offers from regular internships, it is mandatory to select: “Master Project (Diploma)”, and to provide precise description of the problem and the desired competences. If the company has been able to identify a research laboratory as partner, it should be specified at the end of the description.

  Step 1

  Internship title *

  Type

  - Master project (diploma)
  - Master Internship

- Confidential evaluation of the subject by a restricted council of the concerned section.
- Transmission of the subject to laboratories competent in the field
- Subject acceptance by one of the laboratories and contact establishment with the company
- Final definition of the subject and workplan between the lab and the company
- Editing and final submission of the subject on the internship portal by the company. The company has to specify with which laboratory and research assistant the project will be conducted.
- Publication of the subject to concerned Master students
- Student applications including CV and motivation letter sent to companies
- Interview and candidate selection by the company during the industry day of May 18th 2016.

Industry Day: Wednesday May 18th 2016

The initiative for coordinated master projects is closely linked to the industry day which will be organized at the Swisstech Convention Center (STCC) on the EPFL campus. Part of the day will indeed be dedicated to interviews and recruitment of master students that have applied to the proposed CMPs.

The event will also allow the industrial partners to learn about the state of the art of research in the different institutes, to meet professors, and to be informed about the various financing tools of the Commission of Technology and Innovation (CTI).

Companies having submitted CMPs and enabling a close collaboration with a laboratory will be cordially invited to the event.

Regular updates on the program and registration for this day can be retrieved here:

- Link to industry day webpage

Contact

In case of questions, please contact the industrial internship coordinators at the following addresses:

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