

## EPFL – Internships Electrical and Electronic Engineering

- General context
- Administrative procedures



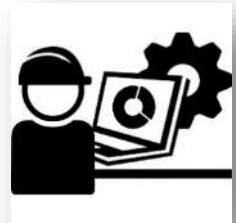
Hind Klinke  
Coordinatrice des stages STI

# The internship: Excellent Opportunity !!!



## □ Students

- **A Great incentive to ask oneself the right questions !**
- Familiarize with working life
- Immerse into Industry practice
- Future Hiring opportunity



## □ Companies

- Benefit from highly qualified students
- A new insight on current issues, innovate !
- Evaluate futur employees

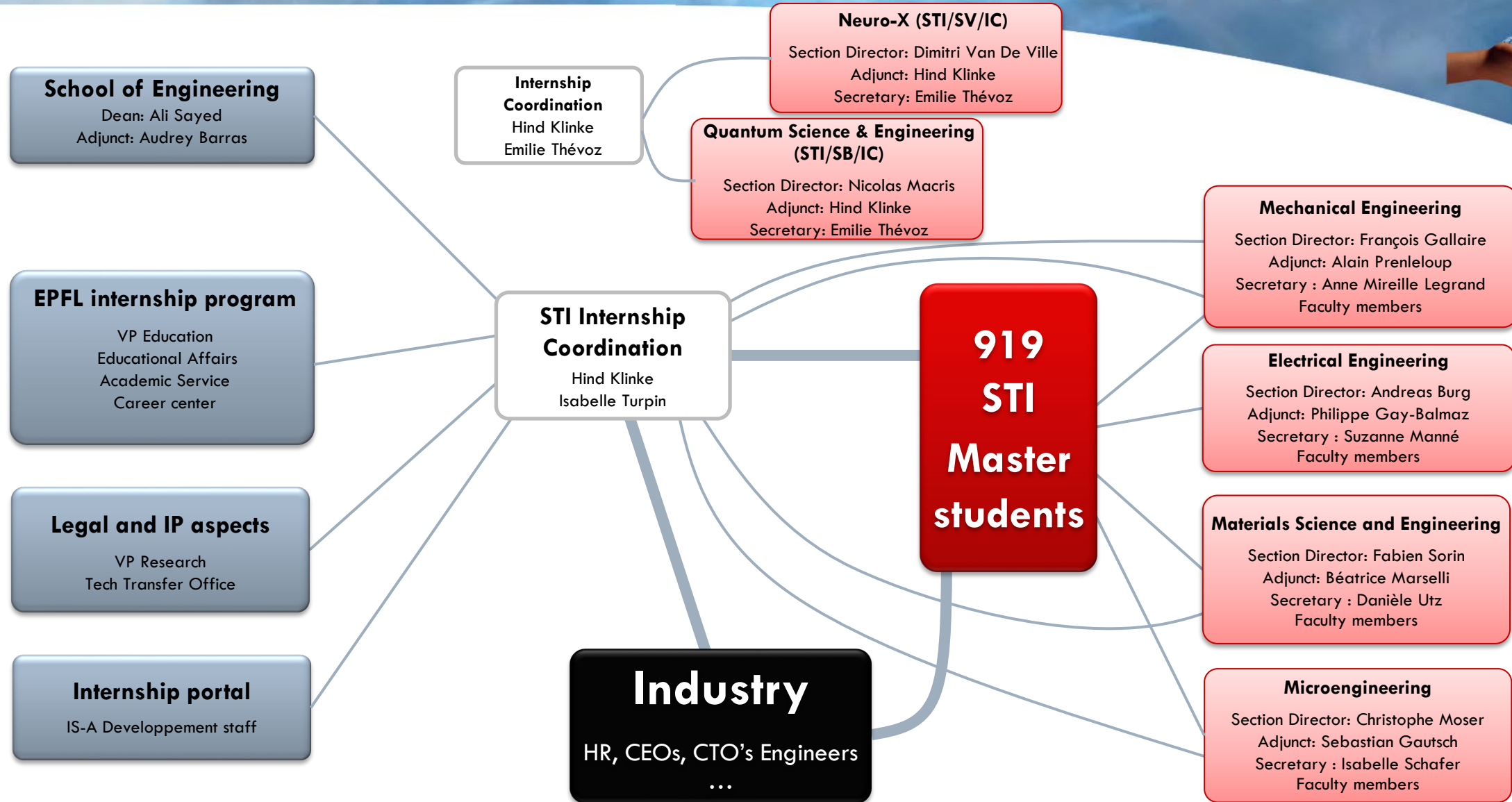
**EPFL**

## □ EPFL

- A direct link to industry
- A new platform to start collaborations on the research level
- Feedback from industry to improve the education of our students



# STI Internship Coordination





# Internship obligation



- ☐ The Internship in industry is a mandatory step of the Master degree
- ☐ Possible formats to validate this obligation

Models:

**STAP:** Detached internship but credited with the master's project

**SCS:** Credited internship during the Master course

**PDME:** Master project in the industry

	Models	Duration	Periods	Contact info
Electrical & electronics engineering	STAP	Min. 8 weeks	After bachelor, after MA2 or MA3	EL website
	SCS	4-6 months	After MA2	
	PDME	25 weeks	During the Master project	

# Mandatory Internship or Master Project in Industry

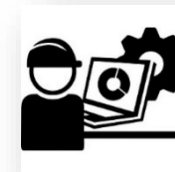


## Short Internship (STAP)

- Immersion into industry
- Familiarize with company processes
- Apply transversal skills
- Minimum duration of 8 weeks, up to 12 weeks
- Evaluation report by student and industrial supervisor

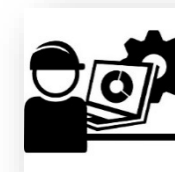
## Long Internship (SCS)

- Immersion into industry
- Familiarize with company processes
- Apply and **analyze** transversal skills
- **Acquire specific competences**
- Minimum duration of 17 weeks, up to 6 months
- Written report to section

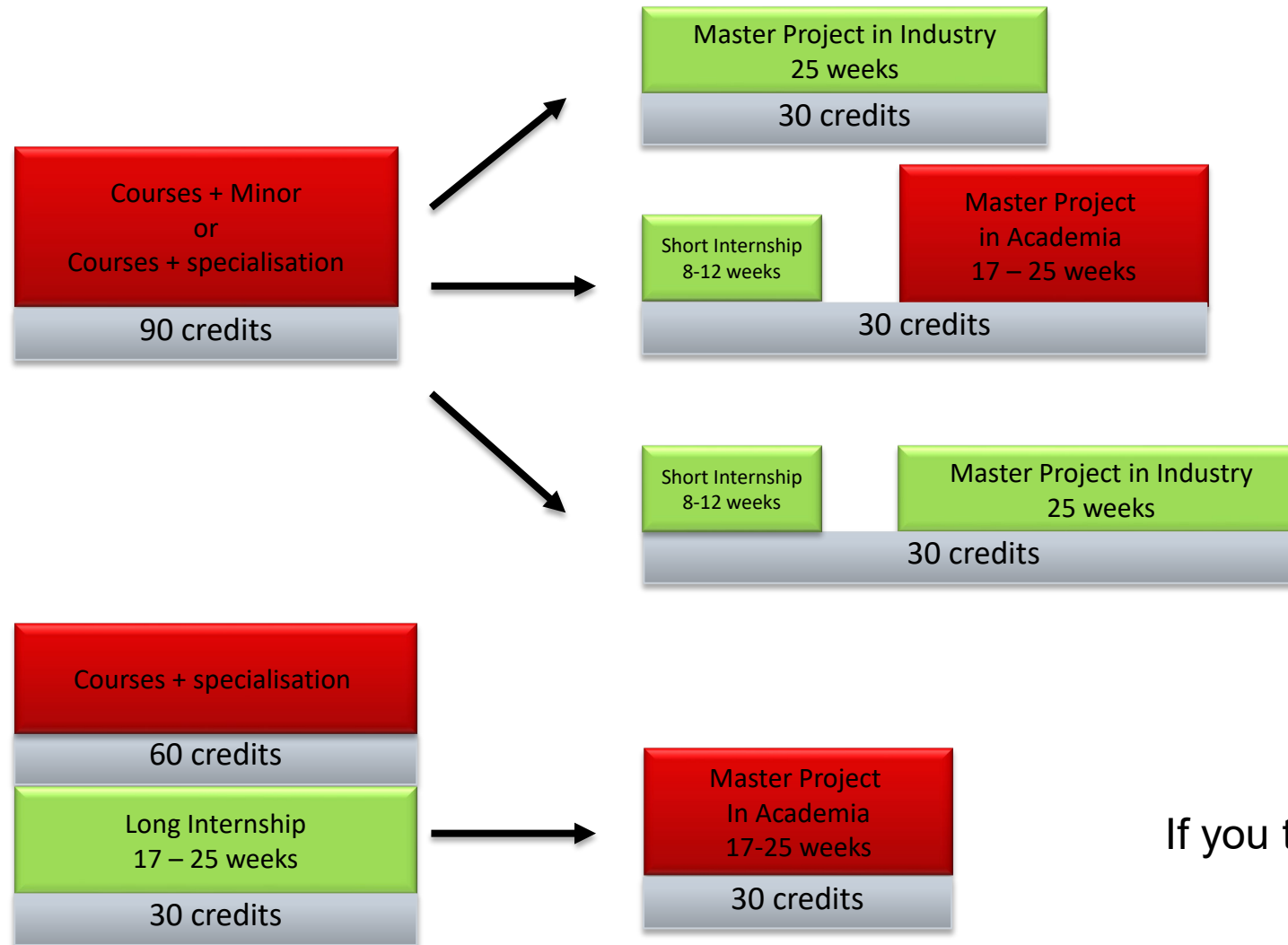


## Master project in industry

- A research project in the company
- Student applies the competences acquired during his master
- **Supervised by a Professor from his section**
- Written report and oral defense
- **Monthly feedback to Professor**
- 25 week duration (+1 week vacation)



# SEL Master Curriculum



If you take a minor, you cannot do a SCS







# When to place your internship / Master thesis?



Summer

Fall

Spring

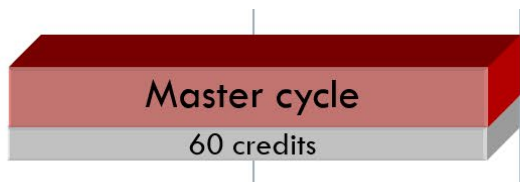
Summer

Fall

Spring

Summer

Fall



PDM in academia in foreign Universities: 25 weeks





# When to place your internship / Master thesis?



Summer

Fall

Spring

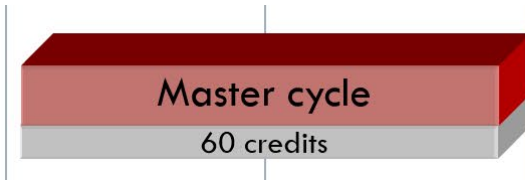
Summer

Fall

Spring

Summer

Fall



PDM in academia in foreign Universities: 25 weeks



# Important rules



## Maximum duration of studies

### The maximum duration of course semesters

- ☐ Maximum amount of study semesters allowed: 6
- ☐ Extended by one semester if the internship is done during a semester

The Master's project must be successfully completed within two semesters of the successful completion of the Master's cycle (including the industry internship). Should the Master's project (of a duration of 25 weeks and in industry) serve to validate the engineer's internship, the deadline is extended to three semesters.

## Internship in parallel to taking courses

Performing the industry internship in parallel to taking master courses is generally not encouraged. Exceptions can be granted by the section under the following conditions:

- ☐ The student can physically follow the registered courses and attend the exam session
- ☐ The maximum amount of credits does not exceed 5 ECTS
- ☐ The company accepts that the student takes courses

## Failed Master thesis in industry

Students who fail their master thesis in industry during the first attempt are asked to perform their 2<sup>nd</sup> attempt in a lab at EPFL



# Validation of 30 credits for long internship (SCS)



## Mandatory Internship Activity and Transversal Skills Analysis Report

This activity report is mandatory for all students performing a master in Electrical Engineering and wishing to acquire 30 credits for their industrial internship lasting more than 17 weeks. It can be written either in French or in English. It has to be sent to the STI internship coordinator the latest 2 weeks after the official ending of the internship.

This report has to be completed in addition to the regular evaluation report sent to students 2 weeks before internship ending.

The activity report should be 3 to 5 pages long with the following structure:

1. Student's internship search campaign
2. Internship activity and technical skills report
3. Transversal skills report and analysis

**Download the report template from the EL internships website**



# What is considered «Industry» ?



- ☐ Every company or start-up offering a workplace outside of an EPFL laboratory (EPFL's Innovation Parc included)
- ☐ Every Research Organisation not delivering academic credits
- ☐ Affiliation of independent research labs with academic institutions can lead to a specific decision by the section



# How much salary ?



- ☐ There is no official regulation in Switzerland to pay a monthly salary for an internship.
  - ☐ Salaries are mostly ruled by offer and demand
  - ☐ Often the salary is dependent of the company's size and status
    - Typical salary in large companies: **~3'000 SFr**
    - Typical salary in start-ups and SMEs: **1'500 SFr**
    - Typical salary in the European Union: **600 - 900 Euros**
  - ☐ EPFL recommends a typical monthly salary around **2'000 SFr**. However, there is no obligation of the company to comply with this.
- ☐ In Case of a Master Project in Industry, remuneration can be handled more freely (no monthly salary, compensations, bonus at the end, ...)

# Validation of previous internships and industrial experiences



Internships done during the bachelor degree will not exempt you from the mandatory internship. Exemptions can be granted by the section in the following cases:

- ☐ Internships done after your bachelor degree
  - The internship duration must be at least 8 weeks
  - The ending should not be further than 1 year apart from your master beginning date.
  - A work certificate or an evaluation report or a has to be presented to the section deputy
  
- ☐ Industry employment at 100% occupation of at least 1 year related to the field of the future master studies **but not in the context of your studies**
  - A valid work certificate has to be presented to the section deputy.





# Your start-up as substitute to a master thesis in industry?



- ❑ A few students will be able to undertake their master projects in industry, at the EPFL Innovation Park to work for their own startup.
- ❑ Projects will be co-supervised by a mentor from the Vice Presidency for Innovation and a professor from the section
- ❑ This opportunity will be offered to 3-4 projects per year. Students will have to go through a selection process, start by contacting [pdm-eip@epfl.ch](mailto:pdm-eip@epfl.ch).
- ❑ More information about the program could be found here:
  - ❑ <https://www.epfl.ch/innovation/startup/students/master-project-in-your-startup/>



# Internships outside Switzerland



Some recommendations for an internship abroad:

<https://www.epfl.ch/campus/security-safety/en/security/travels-abroad/plan/>



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Plan your trip

During your trip

Emergency assistance while abroad

Using our travel assistance program

Travel risk map

International SOS

Plan your trip



# Work authorization



(not required for Master Projects without a monthly remuneration)

- ☐ The federal council allows foreign students of Swiss academic institution to perform a mandatory internship during their studies: <https://www.admin.ch/opc/fr/classified-compilation/20070993/index.html#a39>
- ☐ Students with Non-EU/EFTA passports require a valid **work authorization** to do their internship or Master project with monthly salary in Switzerland or EU countries.
- ☐ EU students performing a 3-6 month internship have to be simply **announced** at the cantonal office
- ☐ It is the company's responsibility to request this authorization at the proper working office of their canton/country ([Link](#) to obtain a mandatory internship certificate).
- ☐ It requires up to 8 weeks to obtain this authorization from the cantonal offices.
- ☐ We recommend that students from non-EU/EFTA countries inform the companies in their motivation letter of these regulations.

*Example: "As I'm a non-EU/EFTA resident, your company would be required to ask for a temporary work authorization. Please be advised that the federal council allows foreign students of Swiss academic institution to perform a mandatory internship during their studies: <https://www.admin.ch/opc/fr/classified-compilation/20070993/index.html#a39>. As I will stay registered at EPFL during this internship, and since this internship is a mandatory part of my Master education, the delivery of this document does not fall into the quota limitation of each canton and is therefore straightforward".*



## EPFL – Internships Electrical and Electronic Engineering

- Administrative procedures



# How can you find an internship ?



- ❑ It is the student's responsibility to find an appropriate internship to validate his Master degree.
- ❑ No responsibility can be taken from EPFL side if no internship has been found by the student
- ❑ The student can find an internship position by himself, but the subject needs to be approved by the section deputy
- ❑ EPFL offers an internship portal on which students can find an alternative to their personal quest for finding an internship.
- ❑ Access to the EPFL portal is given through the student's IS-Academia account

The screenshot shows the EPFL IS-ACADEMIA portal interface. The top navigation bar includes the EPFL logo, 'IS-ACADEMIA', and 'e de test (ISAT)'. Below this is a menu with links like Home, FRAC, Courses, Courses booklets, Course Registration, Results, Language Centre, Personal Details, Delegates, Tutoring, and Exchange application. The main content area is divided into two columns. The left column lists various courses under 'Cours', including 'Electrical and Electronics Engineering, 2017-2018, Master semester 1' and 'Electrochemical engineering'. The right column shows the 'Horaires' (Timetable) section, which includes a date selector for the week starting 25.09.2017 to 01.10.2017. A magnifying glass is positioned over the 'Internships showroom (stu)' link in the right sidebar, which also contains links for address changes, academic registration, and evaluation results.





# Sustainable Internships

## How to identify them ?















Company submissions are listed on the internship portal once validated by each section. Internships with a sustainability label will be identifiable with the following logo:



## Evaluation report

The evaluation process of the internship is similar to a regular internship but the student is asked to write a half-page report to comment if the sustainability goals have been reached. This report does not influence the validation of the internship for the master curriculum.



 	Optimisation du potentiel énergétique d'une installation de traitement des granulats	03.10.2022	Holcim (Suisse) SA	Aigle	
 	Multi-Frequency, Multi-Modal transduction of Piezoelectric Micromachined Ultrasonic Transducers (PMUTs).	03.10.2022	IMEC	Leuven, Belgium	
 	Aerospace smart sensors - R&D embedded software developer	03.10.2022	Meggitt SA	Fribourg	
 	Comparing NTA/IDS(Suricata+QosmosDPI, nProbe Cento+nDPI, Mellanox/Nvidia @BF2 ARM AR QosmosDPI) Solutions @100Gbps	02.10.2022	Universitaet Bern	Bern 3012, HochschulStrasse 6	
 	Simulation Based Aerodynamic Performance Evaluation	30.09.2022	Sauber Motorsport AG	Hinwil, Switzerland	
 	L'exploitation optimale des installations techniques dans l'environnement bâti	30.09.2022	energo	Lausanne	







# Ingénieur.e.s du Monde



## Who are we?

Engineers of tomorrow, we interest ourselves in the cooperation for a sustainable development around the world

## Contact us

Write to us at

[stages.idm@listes.epfl.ch](mailto:stages.idm@listes.epfl.ch)

## We offer you scholarships...

- That covers travel and visa costs
- For an internship
  - In the field of development
  - For a sustainable project
  - Of 8 weeks minimum

Go check our available offers on our webpage!

<http://idm.epfl.ch/stages/>



Every internship found through « Ingénieur.e.s du Monde » needs to be approved by your section. Please contact the section deputy as soon as you have found an opportunity





Édition 2022

Étudiants

Entreprises

Start-ups

Forum EPFL

FAQ



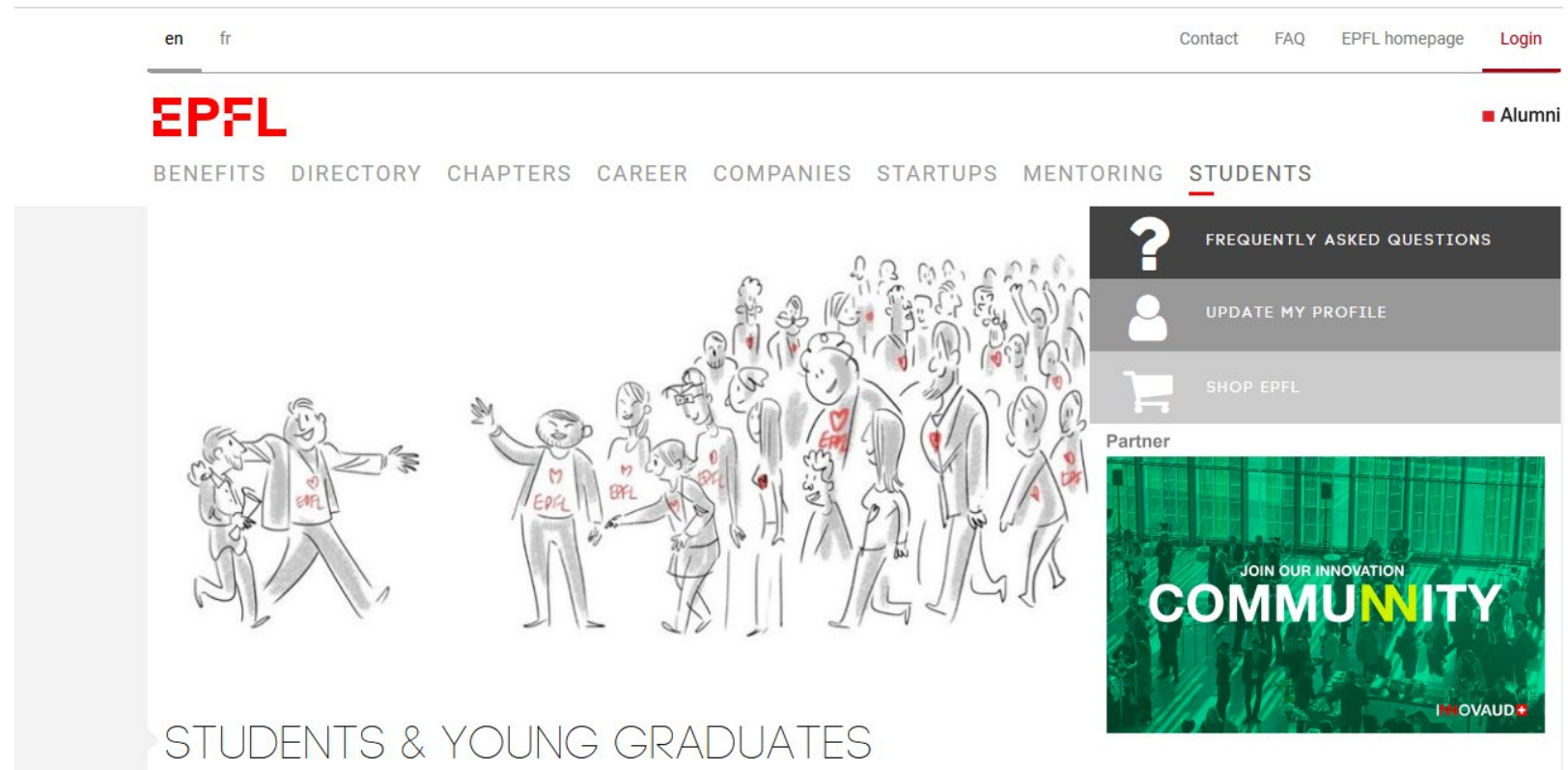
**Le Forum EPFL fête ses 40 ans !**

3 – 7 Octobre 2022 au SwissTech Convention Center

# EPFL Alumni network



- EPFL students have access to the Alumni network
- Website: <https://www.epflalumni.ch/students/>
- Pocketcampus app



# EPFL Career Center workshops/presentations



Dear student, Dear doctoral student,

[Garrett](#) is a global leader in turbo technology solutions pioneering the breakthrough of new electric boosting products and automotive software to support passenger cars, commercial vehicles, and off-road equipment.

They partner with all major automotive companies helping to implement key differentiated technology offerings.

Garrett would like to invite you to catch a glimpse of their exciting high-speed activities during a dynamic presentation, featuring:

- **Their demanding evolution from mechanical engineering to the electrical and software fields;**
- **Challenging internship offers in their engineering center in Thaon Les Vosges, located next to Nancy, in France as well as in Brno, in Czech Republic**

The presentation will be held **in English** on **Wednesday, 26 October 2022 at 12:15** in [room BC 420](#).

Attendees are invited to stay for a networking reception afterward, with complimentary food and drinks.

Don't miss this exciting power transfer train heading towards the future of sustainable mobility!

[>> Register here <<](#)

If you encounter problems during the registration process, please send a message to [cc@epfl.ch](mailto:cc@epfl.ch) mentioning Garrett's Presentation.


Best regards,

The Career Center

<https://www.epfl.ch/about/recruiting/career-center/>







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Classer par : Prénom

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Gilles Pillonel 裴尔吉

R&D Project Manager at BOBST


Message



Adi Vardi

MSc Microtechnique EPFL, spécialisation en Robotique et Systèmes Autonomes


Message



Adrian Troemel

Candidat MBA à Rice Univeristy | MSc EPFL Genie des Matériaux


Message



Adrien Briod

Co-founder & CTO of Flyability SA


Message



Adrien Béraud

Ring project director chez Savoir-faire Linux

Message




Adrien Chabbey

Area Sales Manager chez Fischer Connectors

Message

Gérer les contacts importés



Il reste encore des contacts avec qui vous connecter


Se connecter

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Publicité

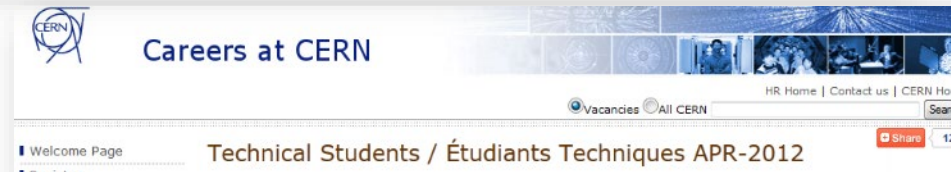
Solutions professionnelles

28

# Other opportunities for finding an internship



- ☐ Personal contacts, family, friends
- ☐ Topic related agencies and organizations
- ☐ International platforms
- ☐ Company websites



- ☐ EPFL Professors, especially for master projects in Industry



Every Internship found outside the IS-A portal has to be approved by your section. Please send a short but detailed description to the section deputy as soon as you have found an opportunity

# How does the internship portal work ?



- ☐ Browse through the internship offers of your Master program
- ☐ Apply for a position by uploading 2 mandatory documents:
  - CV
  - motivation letter
- ☐ Applications are sent on a weekly basis to the companies (every Monday 14h00)
- ☐ Wait for the company to make its selection process (up to several weeks)
- ☐ If no response after 2 months, contact your internship coordinator
- ☐ You will be contacted by the company if your application was successful  
(Most selection processes involve an interview and several e-mail exchanges)
- ☐ You MUST accept only one offer and reject all the others within the next 3 working days.
  - No withdrawal from the accepted position!
  - Kindly notify all other companies you had privileged contact with



- ☐ Do not use the portal for personal internship search
- ☐ Apply always through the portal for mandatory internship

# Some advice to prepare your application documents



## □ 2 important documents

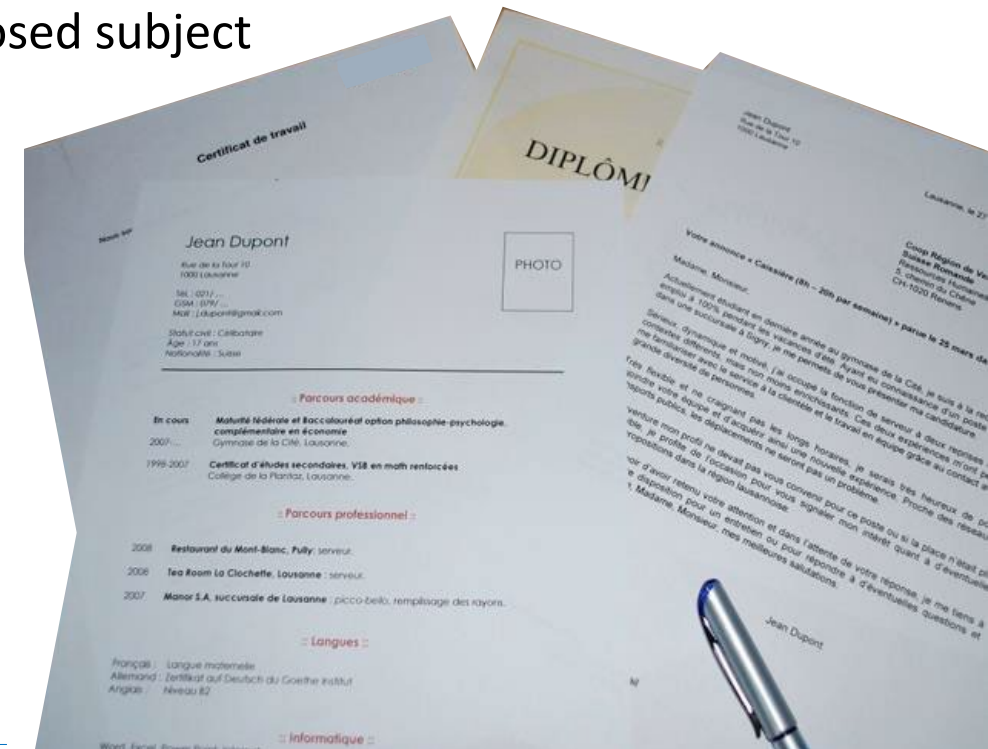
- Motivation letter
- Curriculum vitae (CV)

The criteria for interview selection by the company is mostly based in these documents. Reference letters can be added as well. Your motivation letter should specifically address the company and the proposed subject

## □ Language : you should use the language of the offer

## □ To be avoided:

- No motivation letter
- copy-paste errors
- Wrong addressing





# Interview



Most companies would like to meet the students for an interview prior to making their final choice

- Be prepared for the interview and demonstrate a professional attitude
- Non EU/EFTA students: Inform the company about the required work authorization
- If the living allowance is mentioned in the description, do not bargain. If not mentioned, inquire for it.
- Follow up: After the interview, write a short e-mail as feedback of your interview to the company and Cc the internship coordinator.
- For Master projects: Do not accept a position without having confirmed the eligibility of the project and settled the details with the academic supervisor.



# Prepare your internship campaign !



## EPFL proposes 5 modules of 1h45:

### This fall semester

1. Understanding and convincing recruiters
2. The CV sections
3. The motivation letter
4. The Job interview
5. Communication and organization at work

Each course will be given in English and in French

Information and mandatory registration here: <https://epflcareer.ch/en/>



# Internship agreement



- ☐ The internship agreement specifies the commitments and responsibilities of EPFL, the company and the internship student.  
This agreement **must be signed** for all engineering internships.
- ☐ No other tripartite agreement involving EPFL will be signed by the section.
- ☐ Alternative contract proposed by the company and signed only by the student are acceptable in some cases, but the students must carefully read and comply with the content (IP issues, confidentiality, insurances and especially non-competition clauses).

The company must accept to fill out the EPFL evaluation report at the end

Engineering Internship Agreement

**Engineering Internship Agreement**

The present agreement is entered into by:

The Host Company  
(company and address)  
[redacted]  
represented by  
(name and title of representative)  
[redacted]  
(hereinafter referred to as « Host Company»)

AND  
L'École Polytechnique Fédérale de Lausanne, 1015 Lausanne (EPFL)  
represented by EPFL's representative:  
(name, surname)  
[redacted]  
(hereinafter referred to as "EPFL Representative")

# Mandatory: Register internships found on your own



- ❑ Submit a short but detailed description of your internship to your section's deputy
- ❑ Once you have signed the tripartite internship agreement, enter your project details on the internship portal by creating a new internship proposal, and upload a pdf copy of the agreement.

**Internships - Showroom (stu)**

+ You found a work placement, which was not proposed in IS-Academia. Please, do register it clicking [HERE](#).

Nombre de places disponibles : 239 84 displayed item(s) / 84 available item(s)

Context : -- ☐ All criteria/words should be contained

Action	Internship	Company	Assignment location	Févr-Sept (P1)	Juil-Févr (P2)	Juil-Sept (P3)	Internship number	Format	Registered	Places	Prof	Creation date of the internship
			= [all]						25	240		
	Industrial Analytics, IoT, and Mobiles	Schindler Aufzüge AG	Ebikon	✓			19094	Internship	0	1		20.09.2017
	Temperature mapping and monitoring of a complex device	CERN - European Organization for Nuclear Research	CERN, Geneva, Switzerland	✓			19088	Internship	0	1		20.09.2017



# Update your FRAC



In case your internship is done during an academic semester, make sure to update your FRAC according to your status:

- ☐ In case of a credited internship (only EE students):
  - Semester (choose the right one: MA1; MA2; MA3)
  - Status : Internship (authorized by the section)
  - Mention in the comments « Credited internship during master course (SCS) »

If you take courses in parallel to your internship, your FRAC status should be «present»  
(See regulations for this on slide # 12)

# Anticipate !



- ☐ A change of residence or relocation might be necessary
- ☐ Setting up a Master thesis in industry takes several weeks/months
- ☐ Time consuming formalities might be required:
  - Confirm an internship
  - Visa, Work authorization and Residence permit (typically 4-8 weeks)
  - Collection of the signatures of the internship agreement
  - New validation of your passport
  - ...
- ☐ It is your responsibility to settle these formalities prior to the Internship beginning

# During and after the internship

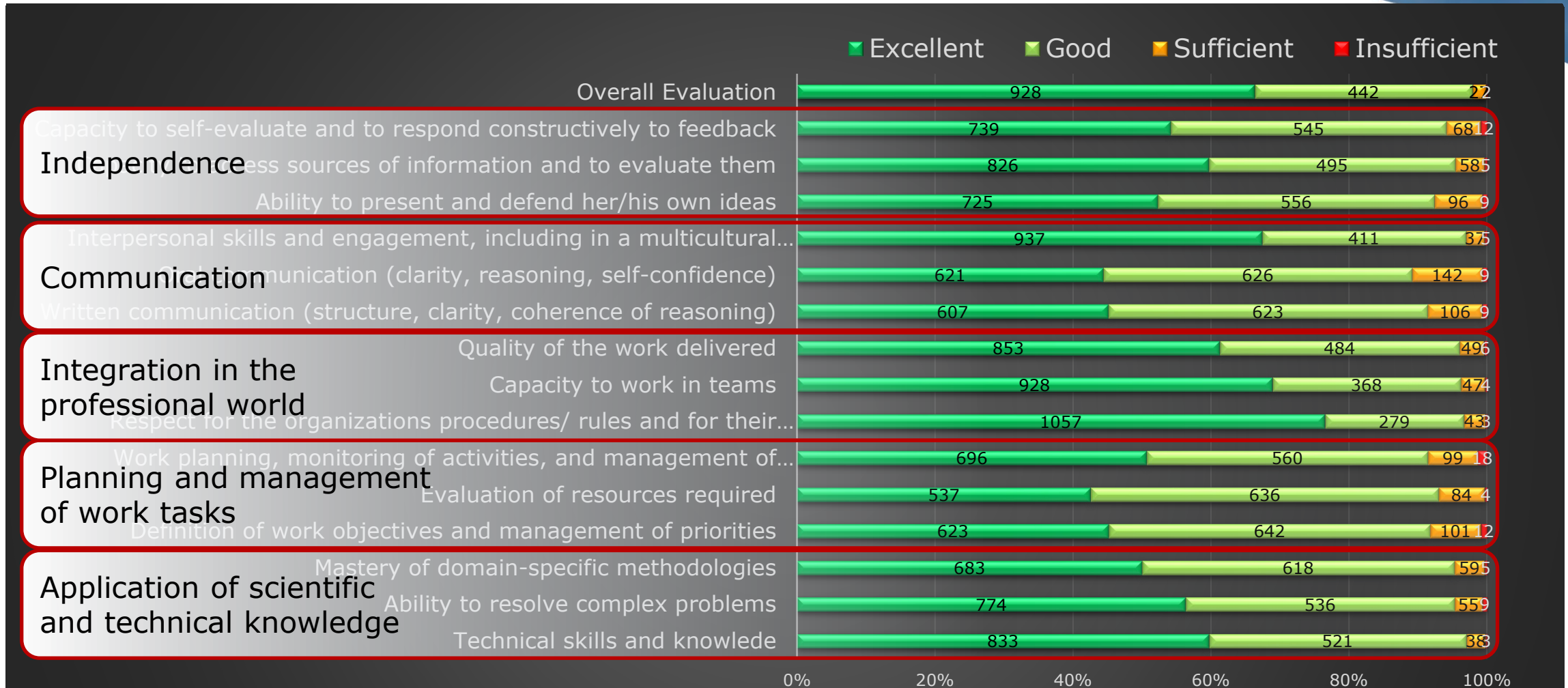
- ☐ In case of problems (accident or illness, personal problems, conflict with supervisors, ...), contact urgently the Section deputy and the STI Internships coordinator.
- ☐ No written report of the student is requested by EPFL (except for credited internships in EE), but can be requested by the company.
- ☐ To validate your internship, an evaluation form has to be filled out by the student and the supervisor in the company (sent out 2 weeks prior to ending).





# Internship evaluations

Company evaluation of the student (Years 2015-2020, 1400 STI students)



# Mandatory Steps for a 2-6 month internship



- ☐ Find an internship position and in case you have found it by yourself, without using the IS-A portal, have the subject validated by your [section deputy](#).
- ☐ Inform the [STI coordinator](#) that you have found your internship.
- ☐ Cancel all ongoing applications by gently notifying the companies. This step is extremely important to keep a good relationship with future employers.
- ☐ *Transmit the EPFL internship agreement to the employer and have it filled out and signed by the employer and the section deputy of EE. The signing of the agreement is mandatory.*
- ☐ Transmit a copy of the agreement to the secretariat of EE.
- ☐ If you are a non-swiss/EU citizen, ask the company to request a work authorization for the duration of the internship. [More information here](#). ([Link](#) to obtain a mandatory internship certificate.)
- ☐ **Once all the details of your internship have been settled, enter or edit the details of your internship on the [IS-A internship portal](#). Upload a copy of the signed internship agreement.**
- ☐ If your internship takes place during an academic semester, make sure to update your FRAC according to this table [FRAC EE](#)
- ☐ In case of an SCS internship with associated credits, hand in the mandatory transversal skills report to the section deputy and internship coordinator. Latest deadline to hand in the report is 2 weeks after the internship termination.
- ☐ At the end of the internship, fill out the evaluation report that will be sent to you by e-mail. The evaluation procedure starts 2 weeks prior to the official ending of the internship. Both the student and the supervisor will fill out an evaluation report.

# Best practice to set up a master thesis in industry



Companies get in touch with research labs to propose master thesis topics



Companies can hire students for internship proposals and accept the format change to master thesis projects without involving a Professor

Compatibility with academic calendar

IP owner(s)



Confidentiality

Eligibility of candidate for master thesis



Students contact professors of their section to ask for existing industrial projects



Students apply for internships on the IS-A portal and have it validated as master thesis projects by the company without involving the supervising professor



Professors and teachers propose master thesis projects with known partner companies

Professors and teachers evaluate the academic content of proposals from companies before accepting it as master thesis projects



Professors and teachers evaluate the academic content of student proposals without interacting with the host company





# Ideal Scenario for Master Projects in industry



Company has an idea for a master thesis project



Company discusses the project with a Professor



Company submits the proposal on the EPFL portal

Project starts under co-supervision by company and professor



Student applies for the project through the portal and gets accepted by the company



# Master thesis in industry – offers on the internship portal



Action	Stage	Entreprise mère	Localisation du stage	Févr-Sept (P1)	Juil-Févr (P2)	Juil-Sept (P3)	N° du stage	Format	Inscrits	Places	Prof	Date de création du stage
					▲ ▼	= ▼	[tous] ▼					
	Amélioration qualité image satellite par contrôle fin de la ligne de visée	Thales Alenia Space	Cannes, France	✓			18976	Stage	0	1		14.09.2017
	Experimental Physics Internship	Distran GmbH	Zurich	✓			18973	PDM ou Stage	0	1	à trouver (si PDM)	14.09.2017
	Transfer learning for field and crop adaptation in agriculture applications	ecoRobotix	Yverdon-les-Bains	✓			18972	PDM ou Stage	0	1	à trouver (si PDM)	14.09.2017
	Product Engineer	Infineon Technologies France	Aix en Provence	✓			18967	Stage	0	1		14.09.2017
	déploiement d'un système de sureté pour un site sensible	Etavis tsa	Carouge	✓			18962	Stage	0	1		13.09.2017
	Thermal effect and Compensation in high precision states	Etel S.A.	Bienne	✓		✓	18953	Stage	0	1		13.09.2017
	Intern Manufacturing	Stryker Trauma AG	Selzach (SO)	✓			18934	Stage	0	1		12.09.2017
	Modélisation d'un processus de laminage	Constellium Valais SA	Sierre	✓			18933	Stage	0	1		12.09.2017
	Hybrid PET/MR imaging guided radiation therapy treatment planning	Hôpitaux Universitaires de Genève	HUG Genève	✓	✓		18930	PDM coordonné	0	2	Prof. Thiran Jean-Philippe	12.09.2017
	Various internship positions in Motion analysis Startup for applications in Sports, Health and Gaming	Gait Up	Renens	✓			18922	Stage	1	2		12.09.2017
	Various internship positions in Motion analysis Startup for applications in Sports, Health and Gaming	Gait Up	Renens	✓	✓		18920	PDM coordonné	0	2	Prof. Aminian Kamiar	12.09.2017
	Printed freeform optics for light control	CSEM SA Muttentz	Basel	✓			18915	PDM ou Stage	0	1	à trouver (si PDM)	11.09.2017

# Master thesis in industry, some advice for students



- ☐ Give priority to Master thesis proposals from laboratories of your section and proposals posted on the IS-A portal with confirmed academic supervisor

If you can't find a suitable topic this way, **consider doing an internship to validate your industry immersion.** If this is not an option, then proceed like this:

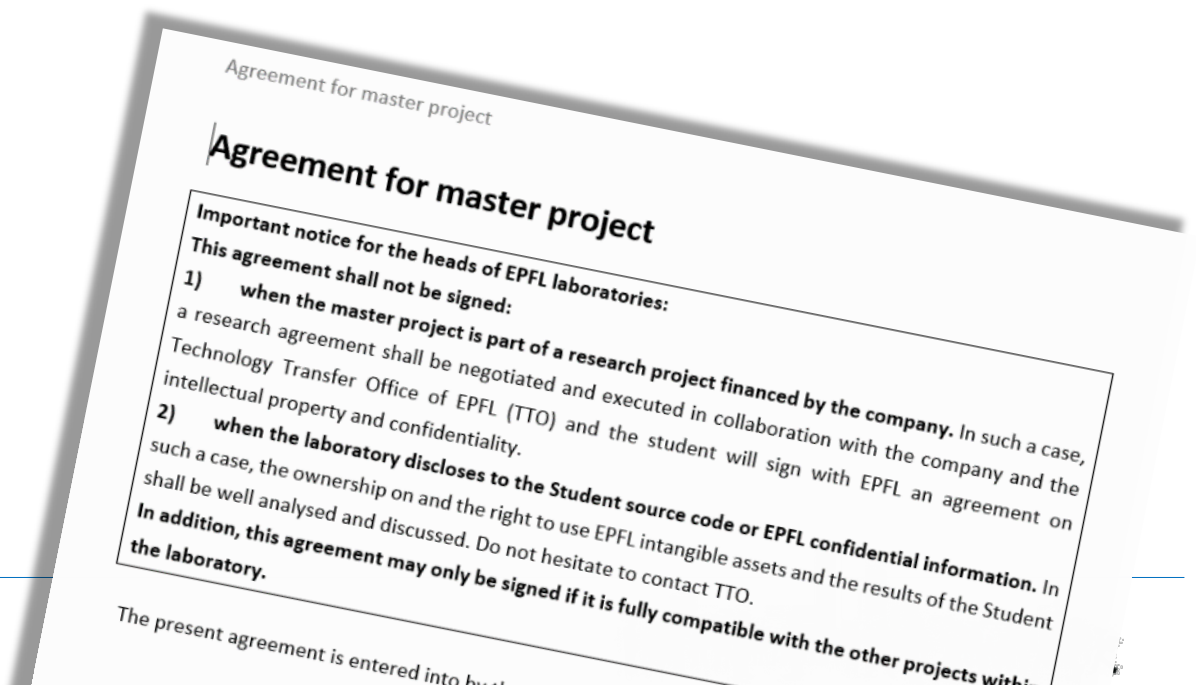
- ☐ Contact potential academic supervisors to inform them on your intentions
- ☐ Apply for positions and inform companies on your objective to do a master thesis (in motivation letter, during e-mails exchanges and interviews, ...)
- ☐ Refer to [the following webpage](#) to inform the company
- ☐ Organize a meeting between the academic supervisor and the company to discuss the content and workplan of the project and settle administrative issues. Suggest the signature of the EPFL master thesis agreement (to settle IP and confidentiality).
- ☐ Insure a coordinated supervision and regular meetings between the company and the teacher during the project



# Master project agreement



- The master thesis agreement (access for teachers only) specifies the commitments and responsibilities of the supervising teacher, the company and the student.  
This agreement **can be signed upon request of the teacher or the company**
- It defines IP and confidentiality aspects for any master thesis in industry without existing collaborations.
- It allows the academic supervisor to have access to the results of your work without having to sign an NDA.
- **As it is not mandatory**, amendments and changes requested by companies won't be accepted by the internship coordination or the legal department of EPFL



# Mandatory Steps for a Master project in Industry



- ☐ Find a master project in industry by contacting the professors of your section.
- ☐ A master subject can also be found through the IS-A Internship portal. In this case, it is mandatory to find a professor willing to supervise you before you accept the offer from the company. Make sure to comply with the following directions: [Coordinated Master Thesis in Industry](#)
- ☐ [Official starting dates](#) for master projects are determined at a school level. Other starting dates can be obtained on special request to your section.
- ☐ All administrative details of your master project in industry have to be settled between the employer and the professor supervising your work. A special Master project agreement (link only accessible to Professors) can be signed on request by the supervising professor or the partner company.
- ☐ Once all the details of your Master project have been settled, register your project in your study plan.
- ☐ Update your FRAC
- ☐ [General information](#) about Master's Projects



# EPFL internships on the web

<https://sti.epfl.ch/research/institutes/iem/internships/>



## Internships MSc of Science

The industrial internship is an integral part of y  
internship has several aims such as : the immer  
emphasizing the importance of team work, get  
requirements expected from a professional eng  
experience should test the student's abilities ar

SCHOOL OF **ENGINEERING** >  
ELECTRICAL AND MICRO  
**ENGINEERING**

THE INSTITUTE

EDUCATION EL

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Within the framework of the Master's study pla

- **Internships lasting between 2 and 3 months** in company's departments where the student has available time, the activity could have a more advanced level acquired by the student during his cursus
- **Internships lasting between 4-6 months** in company's departments where the student's knowledge is more advanced, the activity could have a more advanced level acquired by the student during his cursus. In order for the student to be able to carry out the internship, an analysis report has to be handed in.
- **Master thesis in industry (PdMe)** should be a practical and theoretical project lead by a professor and practical aspects of an materials science project guarantee of quality for the student as well as the owner of the intellectual property of the

### Procedure for students

#### In case of a 2-6 month internship:

- Find an internship position and in case you are not a student, have the subject validated by your supervisor
- Inform the **STI coordinator** that you have found an internship position
- Cancel all ongoing applications by gently informing the coordinator. It is important to keep a good relationship with the coordinator
- Transmit the **EPFL internship agreement** to the coordinator, the employer and the section deputy of E
- Transmit a copy of the agreement to the coordinator
- If you are a non-swiss/EU citizen, ask the coordinator about the duration of the internship. **More information**
- **Once all the details of your internship have been validated, inform the coordinator about the internship on the IS-A internship portal**

### Bachelor of Science in Electrical Engineering

Overview

Foundation Cycle Course List

Bachelor Cycle Course List

Semester projects

Admission criteria and application

### Master of Science in Electrical Engineering

Overview

Master Cycle Course List (EE)

Electronic Circuits and Devices

Power and Energy

Internet of Things (IoT) and Computer and Communication Engineering

Information science and systems

Hands-on Labs

Master and semester projects

Completed Master Theses

Minors

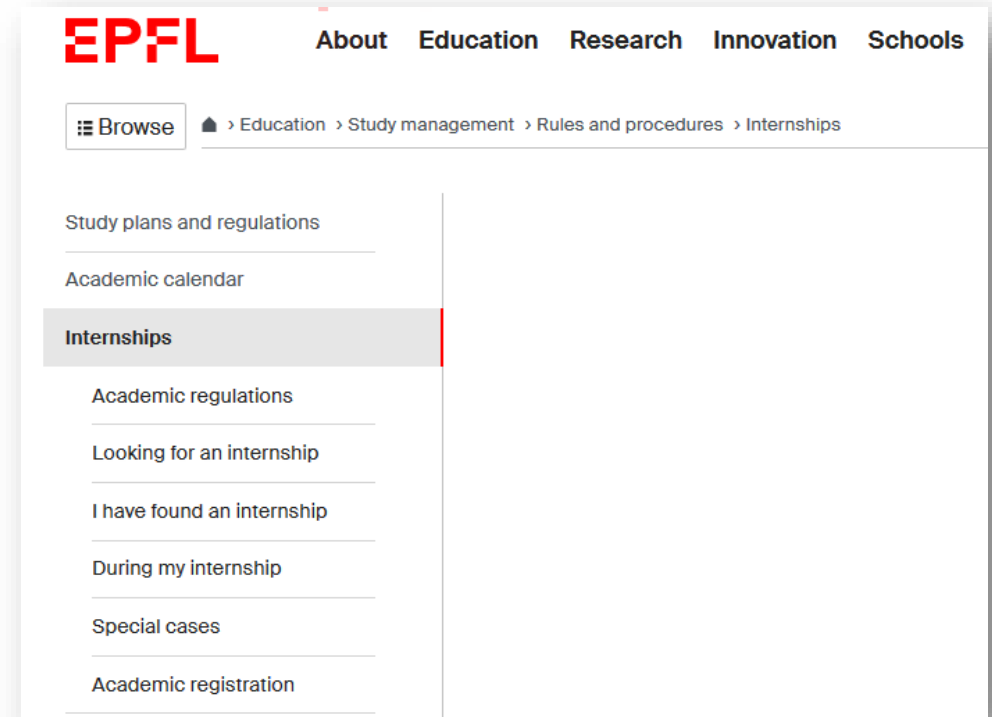
**Internships MSc of Science**

International program - MNIS [↗](#)

Admission criteria and application

## EPFL webpage:

<https://www.epfl.ch/education/studies/en/rules-and-procedures/internships/>



# Important remarks



- As an EPFL student doing an internship in industry, you act as an EPFL Ambassador. Thanks to your work and positive attitude, you will leave an important impression in the company.
- This aspect is not only important for your future professional career, but also for the EPFL internship program which will benefit from this lasting impression.



# Information and contacts



- For further information, please visit the internship page of your section:
  - <https://sti.epfl.ch/research/institutes/iem/internships/>
- EPFL webpage:
  - <https://www.epfl.ch/education/studies/en/rules-and-procedures/internships/>
- Depending on your inquiry, you can contact the following persons:



Hind Klinke  
STI  
Internship Coordinator



Philippe Gay-Balmaz  
SEL  
Adjunct to the SEL Director



Mrs Suzanne Manné  
SEL  
Administration



Isabelle Turpin  
STI-DO  
Administration

# Questions ?



Thank you for your attention  
And best of success for your internship campaign!

