



Industrial Attachment (IA)

Industrial Attachment is a compulsory requirement of selected ICASTECH courses with the following learning objectives to:

1. apply classroom knowledge and skills in the workplace
2. work as a member of a work team
3. demonstrate positive learning attitude and work ethic

Industrial Attachment is subject to academic performance, interview by employer and approval from Ministry of Manpower for a Student Work Permit. A student who fails to get an industrial attachment will have to undertake an industrial project (IP) assignment under the supervision of a teacher.

i) IA Workflow

Step 1: IA Briefing

1. Orientation
2. Reminders by teachers during class

Step 2: IA Recommendation

1. Teacher assess student's ability to meet performance criteria for IA
2. Student Services will forward student's CV to IA Co-ordinator

Step 3: IA Interview and Placement

1. Student attend IA interview as early as 2 months before the end of classroom modules
2. Student collects IA Logbook from Student Services

Step 4: IA Monitoring & IA Logbook Submission for Graduation

1. IA Coordinator will visit the student and gather feedback from the job supervisor and student
2. Student complete IA Logbook with signature of Supervisor and company stamp
3. Student submit completed logbook to Student Services
4. Student Services conduct survey of student's IA experience
5. Admin Officer verify student has passed or failed the IA

ii) Industrial Project (IP) Assignment

Any student who fails to get an IA despite the best efforts of ICASTECH and their IA partners can apply for IP in lieu of IA. The objectives of the IP are to:

1. apply classroom knowledge and skills in the workplace
2. demonstrate critical thinking in topics related to the industry
3. provide practical ideas and suggestions to improve job performance

Students who apply for IP on personal and family grounds will not be approved. Approval will only be given for one of the can the following reasons:

1. Prior work experience in relevant field of at least 1 year
2. Medical condition that prevent student from performing IA e.g. unable to handle physical load

IP requires student to submit a written assignment with the following conditions:

1. Student's assignment must include a plagiarism test result
2. Student shall complete and submit the IP assignment to teacher by the given deadline



Industrial Attachment

