

## Announcement

### Regarding the practice stage for students from the 3<sup>rd</sup> year of FILS during 9-27<sup>th</sup> of July 2018

Students from the 3<sup>rd</sup> year of FILS may carry out their practice stage in a firm from the field of civil engineering execution works where their access is allowed by personal requirement. For students that don't have this opportunity, UTCB –FILS is also organizing the practice stage.

All the students from the 3<sup>rd</sup> year of FILS must present a request at FILS secretariat until 15<sup>th</sup> of June in order to express their option for one of the previous two ways of carrying out the practice stage: a) individually (indicating the firm) or b) by UTCB organization (and you have filled your options online on the file for internship. In this case, the request should contain a preference order).

The students having the option of individual practice will receive a printed form of an agreement for practice stage, which must be filled by the student in 2 copies, signed and stamped by the firm and hand in at FILS secretariat till 6<sup>th</sup> of July 2018. The agreement must be accompanied by a certificate (in original form, signed, stamped and with a registration number) where the firm declares that it has its activity object is execution works for civil engineering and agrees that the student is carrying out the practice stage from 10-27<sup>th</sup> of July.

The practice stage has the following objectives:

- Study the building characteristics
- Follow the structure execution and finishing works
- Assimilate practical information regarding technological procedures
- Assimilate practical information regarding building works organization

The evaluation of the students activity will be made in a colloquy organized in 2 sessions (the first one in July at the end of the practice stage and the second one in September). Every student must have at the colloquy a practice note-book, containing the text in English, photos and drawings referring to: building description, description for execution works for the structure, finishing and technological procedures used on the buiding site, description for works organization. The practice colloquy consists on checking the practical knowledge acquired on the site and presented in the practice note-book.

The students who carry out the practice individually must also present at the colloquy a attestation (original, signed, stamped and with registration number) certifying the practice carrying out by the firm.

If there are students who wish to carry out the practice individually and, from various reasons, cannot bring the agreement and the certificate from the firm in original form, it will be accepted a fax (at 021-2429722) or an e-mail form (at [fils@utcb.ro](mailto:fils@utcb.ro)). In this case, they must bring the three documents in original form (the agreement, the certificate and the attestation) at the colloquy.

Important dates:

Period/Date	Activity
8– 15 June	presentation of the option for practice (all the students)
Untill 6 July	presentation of the agreement for practice stage and of the acceptance receipt from the firm (for students carrying out individually the practice stage)
9 July	labour protection instruction (mandatory for all students, either if they carry out the practical stage by theirselves or by UTCB)
10-27 July	practice stage
26-27 July	practice colloquy
September	practice colloquy