

Industrial and Systems Engineering

Undergraduate Graduate Studies and Internship Credit Guidelines

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Article 1 (Purpose) The purpose of this guide is to define the operations of the KAIST Industrial and Systems Engineering Department (hereinafter referred to as the “department”) for the examination and approval procedures regarding undergraduate graduation research and internship credits.

Article 2 (Subject to examination) The department examines undergraduate students with respect to each of the following aspects.

- ① Undergraduate graduation research during a regular semester
- ② Recognized corporate internship credits
- ③ Recognized as a substitute for undergraduate graduation research after corporate internship
- ④ Lab internship within the department (regardless of whether or not an undergraduate student subject to examination applies for undergraduate graduation research)

Article 3 (Laboratory internship)

- ① Lab internship program is an internship program that can be recognized as an undergraduate graduation research, depending on the internship output in a laboratory conducted by an undergraduate student of the KAIST Industrial and Systems Engineering Department for more than or equal to 8 weeks during a summer or winter semester. It can be recognized as credits for undergraduate graduation research according to relevant procedures.
- ② If an undergraduate student wants the internship output after lab internship within the department to be recognized as undergraduate graduation research, the student must have earned as many credits as specified in Article 17 of the “Degree Awarding Regulations.” In this case, the undergraduate student is required to take IE490 (Thesis for undergraduate students) for the semester in which the student received the examination for the internship output after lab internship, and receives a final grade according to Article 5 (Review procedure).

Article 4 (Formation of the examination committee)

- ① For the examination prescribed by Article 2, the department forms a committee consisting of 3 members including the academic advisor of a student subject to examination or the thesis advisor, the head of the department, and the director of undergraduate studies.

- ② The members of the examination committee under Paragraph 1 shall constitute the members of the dissertation examination committee established by Article 18 of the “Regulations for the Award of Degree” as follows.

In case the academic advisor or the thesis advisor of a student subject to examination is the head of the department or the director of undergraduate studies, a separate full-time faculty member recommended by the head of the department can join the committee.

- A. Thesis Advisor → Academic advisor or thesis advisor of a student subject to examination
B. 1 full-time faculty member recommended by the thesis advisor → The head of the department
C. 1 full-time faculty member recommended by the head of the department → The director of undergraduate studies

Article 5 (Review procedure) Subject to examination under Article 2, the department examines and decides according to each of the following steps.

- ① Undergraduate graduation research during a regular semester, Lab internship within the department : 1. Assessment by the thesis advisor (for example, a seminar presentation in the laboratory) → 2. Formation of a committee and examination (the committee consists of 3 members including the thesis advisor, the head of the department, the director of undergraduate studies) → 3. Final decision (the head of the department)
② Recognized corporate internship credits, recognized as a substitute for graduation research after corporate internship : 1. Director of undergraduate studies (assessment) → 2. Examination by a committee (consisting of 3 members including the academic advisor, the head of the department, the director of undergraduate studies) → 3. Final decision (the head of the department)

Article 6 (Examination method) The department evaluates and operates as follows.

- ① Undergraduate graduation research during a regular semester: S (pass) or U (fail) under the responsibility of the thesis advisor
② Recognized corporate internship credits, recognized as a substitute for undergraduate graduation research after corporate internship, lab internship within the department : the final report after internship, an evaluation letter after internship, or other materials are assessed according to the procedure in Article 5, and then the final decision is given as S (pass) or U (fail) whether or not to recognize corporate internship credits or as a substitute for undergraduate graduation research.

Article 7 (Application period) This guideline applies from the spring semester of 2017.