

Major Industrial Project Placement Scheme (MIPPS)

School of Chemical and Biomolecular Engineering

Student Guidelines for 2026

BACKGROUND

First established in the School of Chemical and Biomolecular Engineering at the University of Sydney in 2000 the MIPPS program provides final year undergraduate and postgraduate coursework students with the opportunity to work on a defined industry project while getting full academic recognition.

Working for six months full time from January to June with an Industry Partner is an excellent introduction to the world of work but is very different from the student's recent University experience. The School does its best to prepare students for MIPPS as well as to clarify expectations of the student by the University and by the Industry Partner and expectations by the student of the support that they will receive from the University and the Industry Partner. As such, there are special requirements that students must observe in order to comply with the conditions of the MIPPS placement. The intent of the MIPPS learning experience is for the student to be located at the Industry Partner site and only work from home at the request and agreement of the Industry Partner.

- The industry partners receive a formal set of MIPPS Guidelines before they confirm their MIPPS participation. They also sign a Scholarship Grant Agreement (SGA) with the University and pay a MIPPS fee to the University.
- The AAS (Academic Associate Supervisor) Obligations document includes a requirement for AASs to advise Industry Partners of a specific set of Expectations (obligations) of them from the University.
- Each project has been agreed in advance between the School and the Industry Partner. It has broadly defined objectives that will be clarified and defined further as the project progresses. Significant changes to these objectives must only be made by formal agreement between the Industry Partner and School, often with input from the MIPPS student. Small changes to project directions are common and should be expected in a project based on real industry needs. The project is owned by the Industry Partner, and the University signs off in advance on its suitability for MIPPS.
- Each student receives a scholarship payment and is required to sign a University Deed Poll which relates to Intellectual property and confidentiality and which also requires the student to comply with the University's policies. The policies include a general Student Code of Conduct and a system (Riskware) for reporting any accident no matter how minor. The student is covered by the University's insurance policy for the duration of the placement. The student is not an employee of the Industry Partner.
- The School conducts a MIPPS information session for selected students in October of the prior year and a full day orientation programme in January to provide background information about the MIPPS program, discuss School and industry expectations and to provide students with some guidance as to how to approach MIPPS placements.
- The student will receive a set of MIPPS course materials prior to commencing the placement.
- The placement decision is that of the School. The student will be asked to indicate her/his professional interests and any significant personal constraints. The final decision will be that of the School, considering all aspects of the placement situation, including University, School and Industry Partner project requirements.

STUDENT GUIDELINES

1. The student should bear in mind that the aim of MIPPS is to provide real commercial and intellectual value to the Industry Partner as described in the Industry Partner's Project Description.
2. The student must comply with the Industry Partner's rules of attendance and behaviour including undertaking the Industry Partner's induction programme and abiding by all WHS (work, health and safety) and administrative requirements and directions, including a strong commitment to driver and personal safety, and driving appropriately to the traffic and conditions at all work and personal times while on the placement.
3. For out of Sydney placements the student is responsible for finding her/his local accommodation. Industry Partners are asked to subsidise additional cost compared to normal Sydney accommodation. The Industry Partners are asked to subsidise any additional cost of the initial journey to the placement location and the final return journey.
4. For industry placements on the outskirts of Sydney the student should attempt to minimise the daily commute time possibly by seeking local accommodation.
5. The student must contact the Industry Partner before the end of the prior year to determine starting arrangements at the Industry Partner location.
6. The first task for the student during the MIPPS placement should be to develop a deeper understanding of the project, identify possible sub-objectives and identify areas still to be defined or where some flexibility of objectives is available that will need to be defined further as the project progresses.

7. The Industry Partner, student and AAS should recognize the MIPPS requirements during the first few days of the Placement.
8. It is expected that the Industry Partner will provide a laptop to the student for use during the Placement.
9. The student must develop, follow and keep up to date a detailed project plan (including any alternative decision points) and then follow the project plan as modified by agreement during the placement.
10. The student should clarify before and during the placement a detailed understanding of the support which can be both provided and not provided by the Academic Associate Supervisor and by the Industry Partner supervisor.
11. The student must initiate and maintain active and regular contact with her/his Academic Associate Supervisor and Industry Supervisor.
12. A formal progress meeting should be scheduled, typically once a month, at the Industry Partner's premises or via tele- or web-conference for distant placements, attended by the Industry Partner and Academic Project Supervisors, and other interested Industry Partner people (the more, the better). The first meeting after the Project commencement is particularly important. The student is encouraged to adopt a practice of circulating, beforehand, a one-to-two-page summary. This should include what has been done, the implications so far, difficulties encountered and ideas in overcoming them, and the plan for the next month. This progress report should also cover progress on the case study components.
13. The student must attend the initial MIPPS information session in October which is held after the student has been awarded a MIPPS place but before allocation to the Industry Partner.
14. The student must attend the one-day MIPPS orientation program in January, which is held after the student has been advised the name of the Industry Partner and after the AASs have been allocated to students.
15. The student must attend in-person the two presentation sessions in March and June at University, unless the MIPPS placement is overseas. In this case the student will attend and present using Webex or a similar platform.
16. The student will be expected to organize a presentation about their project at the Industry Partner location. This will be towards the end of their placement but can be after their industry period, as appropriate for scheduling. The students should ensure that their Academic Associate Supervisor, the MIPPS Coordinator (Tim Langrish) and the Director of External Relations (David Hind) are also invited.
17. There is a requirement for the student to present a poster at the poster display session towards the end of Semester 2 and there may be a requirement to present a video clip. Details will be included in the requirements for MIPPS for 2026.
18. The student must not have another job during the MIPPS placement.
19. The period of the placement is fixed and can only be extended under exceptional circumstances by specific application. Such extension is rarely granted.
20. The thesis is a major output of the project for the Industry Partner as well as satisfying University academic requirements. The thesis should be written to be accessible to and useful for the Industry Partner. As a consequence, it is likely that it will have a somewhat different structure to a University-based research thesis. The School will provide some guidance on structure and writing of the thesis prior to commencement of the placement and at other points in the placement. Further guidance specific to the particular project should be obtained by discussion with the Academic Associate Supervisor. The student must submit draft thesis components to the Academic Associate Supervisor who will provide feedback but will not mark the draft in detail. Delivery of the thesis is the responsibility of the student and must be submitted on time. Extensions can be requested but are rarely granted. Students must take responsibility for the time required by the Industry Partner to review and give permission for material to be submitted to the university. This includes seeking permission from the Industry Partner for the submission of material at the student presentations and in the final thesis, at the point in time when the draft thesis is submitted to the Industry Partner and the AAS (at least one month before submission of the final thesis). The thesis must be submitted to the School by the due date and a copy provided to the Industry Partner.
21. The student must ensure that all relevant data, models, spreadsheets and equipment are handed back to the Industry Partner at placement completion. All Industry Partner keys and access cards etc must be surrendered at the end of the placement.



PROCESS

- The existence of and link to these Guidelines is mentioned in the MIPPS student application flyer loaded in August each year.
 - The Guidelines will be referenced in the student interviews.
 - The contents of the Guidelines will be confirmed and discussed at the Information Session and Orientation Day.
-

Professor Marjorie Valix

Head of School

School of Chemical and Biomolecular

Engineering

University of Sydney NSW 2006

sydney.edu.au

ABN 15 211 513 464 | CRICOS 0002