



MINISTRY OF EDUCATION,  
HIGHER EDUCATION AND RESEARCH

Higher technician certificate

Maintenance of construction and  
handling equipment

Implementation at the start of the 2017 school year

## **APPENDIX III – Internship in a professional environment**

Two internships of a very different nature can punctuate the schooling of students according to their origin of training: - a discovery internship; - a professional internship.

## 1. Objectives of the discovery course

An internship is offered exclusively to students holding a general or technological baccalaureate or a professional baccalaureate from another field, chronologically located during the first semester of the first year (it may take place partly during school holidays) and lasting two weeks. It allows them to immerse themselves in the company and to better understand the professional environment specific to the BTS maintenance of construction and handling equipment (MMCM).

The discovery internship is not the subject of an internship report evaluated as part of the BTS MMCM certification tests.

The establishment, in the educational component of its establishment project, decides whether or not to organize this first internship to which the administrative regulations described in paragraph 3.1.1 apply. The pedagogical project must include the pedagogical organization established for students who do not do this internship.

## 2. Objectives of the business internship or training contract This

internship or period in a company allows the future senior technician to take stock of the technical and economic realities of the company and to build and develop skills in a professional context.

During this course, the learner must carry out maintenance activities for construction and handling equipment. In this context, he is led to understand the functioning of a company linked to these professional fields through its organization, its equipment, its various internal departments, its human resources, etc. It is also for him the opportunity to observe the company's social life (human relations, schedules, safety rules, etc.).

These functions correspond to the "senior technician" category.

The activities carried out during the internship are related to the maintenance and after-sales services of the company in accordance with the standard of professional activities. They contribute to the deepening of knowledge and the acquisition of new skills.

During this internship, one or more studies will be identified in order to serve as a problem for the E6 test.

## 3. Organization of internships

### 3.1 Educational path

#### 3.1.1. Regulations relating to internships in a professional environment

The professional internship is compulsory for students taking face-to-face or distance preparation.

The internships, organized with the help of professional circles, are placed under the control of the academic authorities to which the student reports and, if necessary, the services of the cultural adviser at the French embassy of the host country for an internship at the stranger.

Each period of internship in a company is subject to an agreement between the establishment attended by the student and the host company(ies). The agreement is drawn up in accordance with the provisions and decrees in force.

However, this agreement may be adapted to take into account the constraints imposed by the legislation of the host country.

During work placements, the student must have the status of student trainee and not of employee.

Each internship agreement must, in its pedagogical appendix, specify in particular:

- training objectives and methods (duration, timetable); - the methods of follow-up of the trainee by the teachers of the teaching team responsible for the training;
- the methods of follow-up of the trainee by the referent in the company.

### **3.1.2. Implementation and follow-up of internships**

Each internship must take place within a company linked to the professional fields of maintenance of construction and handling equipment (concessions and equipment distribution and maintenance companies, equipment manufacturer entities (head offices, subsidiaries, branches, agencies, etc., equipment rental companies, service companies (specialized operators, etc.), maintenance services for companies and local authorities using this equipment). The search for host companies is carried out by the students under the responsibility of the head of the establishment. The choice of companies retained is validated by the educational team and approved by the head of the establishment.

In order to ensure their formative nature, the courses are placed under the educational responsibility of the teachers providing the professional lessons and of the referent in the company. The teaching team as a whole is responsible for explaining their objectives, their implementation, their follow-up and the use made of them. It must take care to inform the managers of the host companies or establishments of the objectives of each course and more particularly of the skills they aim to develop.

The tasks entrusted to the learner will be decided jointly by the referent in the company and the teaching team with regard to the acquisition of skills within his training course.

The period of the professional internship in a company, lasting six to ten weeks, the temporal positioning of which is left to the initiative of each establishment, must allow the trainee to apply the skills acquired during his training. At the end of the professional internship period, an internship certificate is given to the intern by the manager of the company or his representative, attesting to the student's presence. A candidate who has not presented this document cannot be admitted to take the "Contribution to the operation of a service" test (Unit U6). A candidate who, for a duly established reason of force majeure, completes only part of the compulsory duration of the professional internship provided for in the agreement, may be authorized by the rector to take the examination, the jury being kept informed of his situation.

### **3.1.3 Adjustment of the duration of the professional internship**

The normal duration of the professional internship is six to ten weeks. For a duly established reason of force majeure or in the context of adapted training or a positioning decision, the duration of the internship may be reduced, but may not be less than 4 weeks. However, candidates who produce an exemption (in particular for the validation of acquired experience) are not required to complete this internship.

The rector alone is authorized to validate adjustments to the duration of the internship or exemptions.

## **3.2 Path of learning**

For apprentices, the internship certificates are replaced by a photocopy of the employment contract or by a certificate from the employer confirming the candidate's status as an apprentice in his company.

### **3.3 Continuing Education Path**

For candidates who are preparing for the higher technician certificate through continuing education, the internship certificates are replaced by a photocopy of the employment contract.

#### **3.3.1 Candidates in a situation of first training or in a situation of retraining**

The internship duration is 8 weeks. It is added to the duration of training provided in the continuing education center pursuant to Article 11 of Decree No. 95-665 of May 9, 1995 as amended on the general regulations for the higher technician patent.

The training organization can help find the host company. The trainee may have the status of employee of another professional sector.

When this preparation is carried out within the framework of a particular type of employment contract, the compulsory internship is included in the training period provided in a professional environment if the activities carried out are consistent with the requirements of the reference system for the higher technician certificate. prepared and consistent with the objectives defined above.

#### **3.3.2 Candidates undergoing further training**

The training certificate may be replaced by one or more work certificates attesting that the person concerned has been employed full-time in the field of maintenance of construction and handling equipment for six months during the year preceding the exam or part-time for one year during the two years preceding the exam. The activities carried out must be consistent with the requirements of the BTS repository

considered.

### **3.4 Candidates in distance education**

Candidates fall under one of the above cases, depending on their status (student, apprentice, continuing education).

### **3.5 Candidates presenting themselves on the basis of their professional experience**

The internship certificate can be replaced by one or more work certificates justifying the nature and duration of the job held.

## **4. Internship report** At the

end of the professional internship or training time in a company, the candidates write individually, a report whose content is defined in the test "Contribution to the operation of a service" (Unit U6 ; parts 1 & 2). **Skills assessment** At the end of the professional internship or training time in the company, the teachers concerned and the referent of the host company jointly assess the level of skills attained by the learner; skills that will be assessed as part of all the professional tests.

## **5. School candidates who failed a previous session of the exam** Candidates who failed a previous

session of the exam have the choice between presenting the previous digital report of the professional internship, modifying this report or preparing another one after having carried out , in business, a new period of professional internship.

Apprentice candidates repeating a year may present at the session following the one during which they were not admitted: either their initial apprenticeship contract extended by one year; or a new contract concluded with another employer (in application of the provisions of article L6222-11 of the labor code).

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