

Application for practical training for undergraduate students (KEK users only) -KEK Internship Application for undergraduate students-

Undergraduate students of colleges and students enrolled in 4th grade or above of colleges of higher education can conduct practical training at J-PARC in the presence of their academic advisors at the university, etc.

■Subjected students

Students refers to the person listed in each of the following.

1. Undergraduate students from universities accepted by High Energy Accelerator Research Organization (KEK)
2. Students enrolled in the 4th year or above of a regular course at a technical college accepted by High Energy Accelerator Research Organization (KEK)

Students who visiting to MLF-JAEA, MLF-CROSS, and conducts training on adopted projects by Ibaraki Neutron Beamline, you do not need to apply for this training.

■A summary of Agreement regarding acceptance of undergraduate student

Students obtain informal consent by a supervisor from KEK before starting to apply. Students must comply with rules and regulations in KEK.

KEK accepts practical training for undergraduate students under following conditions:

- Students are NOT ALLOWED to do any experiments without attendance of supervisor.
- Students are NOT ALLOWED to treat radiation materials.
- Students need to have permission for radiation work back in their university and have completed safety training at KEK/J-PARC before entering radiation area.
- Students are NOT ALLOWED to operate crane trucks and any other special motor vehicles.
- Students MUST comply with rules and regulations in KEK/J-PARC.
- If students do damage to KEK/J-PARC property intentionally or by gross negligence, they must compensate for it.
- Supervisor MUST take responsibility for any injuries or accidents of students in KEK/J-PARC premises.

■Apply

If you want to practice, please decide the KEK host faculty in advance and apply after obtaining the instructor's consent. Trainees should carry out the training in the presence of the academic advisor of the university or the faculty member in charge of acceptance of the institution.

Please complete [\(*1\) Application for practical training](#) and [\(*2\) Procedures](#) to be completed by the due date.

In case of practical training in the radiation controlled area, the procedure for registration of radiation workers is required, so start the procedure particularly early.

***1 Application for practical training by trainee or his/her academic advisor**

Applicants must fill out the 'Practical training for undergraduate student' and send the PDF document as an attachment in an email to the Users Office by **one month prior to the desired training start date.**

Contact : Users Office

Email tokai_kyodo@ml.post.kek.jp

- [Agreement regarding acceptance of undergraduate student \(Japanese text only\)](#)
- Application form (notification attached to the second page) ([PDF](#)) ([Word](#))
(Format updated in June 2022)

[NOTE] Application form do not require the official seal or signature of the university president or dean from April 2021.

***2 Procedures for trainees by 2 weeks before the start of training**

1. If the training is approved, the "training permit" will be sent to the applicant (trainee and academic advisor) by e-mail. (It takes about 1 week after application)
For trainees, please apply for "user registration" in the user support system or if you already have an account, "log in and activate your account". After the registration is completed, the trainee can log in and make various applications required for the training. Please read the next section.
2. After the user registration is approved, the trainee should log in to the user support system and make the necessary applications by the specified deadline. Submit application form, attend safety education (all required), radiation worker registration (when working in radiation controlled area) →For details, please check each page.

UPDATED: January 2024