

## Application for practical training for undergraduate students (KEK users only)

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.

Students obtain informal consent by a supervisor from KEK before starting to apply.

Students must comply with rules and regulations in KEK.

In case of students who accepted by 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

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 (Application)" and submit it to the Users Office by mail or in PDF one month prior to the desired training start date. If you submit in PDF, please bring the original with you on the day and submit it to the Users Office.

The application must be stamped with the official seal of the university president or dean. (Sign if you belong to a foreign institution.)

- [Practical training procedures \(PDF\)](#)
- [Agreement regarding acceptance of undergraduate student \(Japanese text only\)](#)
- [Application form \(notification attached to the second page\) \( PDF \)](#)

**\*2 Procedures for trainees <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.