**DEPARTMENT OF MINING ENGINEERING**

**2024 SUMMER PRACTICE NOTICE-1**

Mining Engineering Department students are obliged to do a compulsory internship for at least 40 days (maximum 60 days) during their education by Muğla Sıtkı Koçman University Vocational Internship Directive. Students can do their internships in government institutions or private companies, starting from the second year, until they complete their education. The students who will do their internship in the summer term of 2024 must fulfill the procedures stated below and comply with the specified following subjects:

* A mandatory **40 working-day internship** is completed/done in two parts. The students who will do their **first internship** must have taken the 1st and 2nd year compulsory vocational/occupational courses in the Department's education program. The student does his first internship (at least 20 working days) in the mining field. Students who complete their first internship do their **second internship** (at least 20 working days) in the field of mineral processing.
* The students make **individual applications** to the institutions they want to do internships.
* The student approves/receives the document stating whether he/she has received health assistance from the Social Security Institution (SGK) and the "Health Assistance Petition" found in the documents folder on the department web page, from the Muğla Social Security Institution Directorate. <http://maden.mu.edu.tr/tr/dokuman>
* The student fills in the "Internship Firm Approval Form" in the document’s folder on the department web page and gets the endorsement of the institution/company and submits it to the Department Secretariat together with the SSI document obtained from the Muğla Social Security Institution Directorate. After the documents are deemed sufficient and appropriate by the Department Internship Committee, the student receives the internship book from the Department Secretariat
* The student can start internship after the completion of the make-up exams (**July 01, 2024**). Internship period must officially be completed before the Fall Semester course registrations start.
* Students who will take courses in Summer School cannot do summer internships during this period.
* After the internship, the student fills in the internship book and has it approved by the authorized person of the institution/organization where he/she did the internship, he/she submits it to the Department Secretariat with the internship report. The internship report is prepared according to the “*Summer Internship Report Guide”* in the "Education-Training" tab of the Department website.
* The current internship calendar is announced on the department website in the following fall semester for students who have completed their summer internship.
* Students whose internship notebook and report are found successful will make an internship presentation. The internship of the students whose presentation is successful will be accepted.

*The students are to complete all the above-mentioned procedures* ***by the end of the 2024 Spring semester (no later than May 28, 2024)****, finalize where they will do their internship, and submit their documents to the Internship Commission Rep. Öğr. Gör. Elif AKGÜL or the department secretary, Ali İRİ, and follow up on the documents.*

Internship Commission