

EE Departmental Rules For Internships (EE 300 and EE 400)

(Note that the rules required by the Faculty of Engineering still apply and the below are additional requirements specific to the EE department.)

For all administrative questions regarding social security, application documents, signatures, etc., please contact Faculty Secretary Sevinç Dursun.

For all academic questions regarding the content of the internship, please contact your academic advisor and the student coordinator Dr. Göktürk Poyrazoğlu. Note that student coordinator's approval is required before a company is selected.

After the internship is over, each student must submit a written report to the Faculty Secretary Sevinç Dursun before the specified deadlines in the Academic Calendar.

The template on the OzU website should be used as a guide for the internship report. The template explains what information should be included in each section.

Grading will be done in 4 categories:

- **Effective communication in Turkish (20%):** Assessment form of the supervising engineer responsible from the student will be used for grading. An average of parts 3, 4, and 5 under the "Personal Sufficiency" section will be used.
- **Write a report in English (40%):** The internship report will be used for assessment.
- **Demonstrate ethical behavior (20%):** If there is any plagiarism, the internship will not be accepted. If there is no plagiarism, an average of the points obtained in Section "Work Attitude" in the assessment form will be used.
- **Understand current engineering applications (20%):** Average of parts 1 and 2 in Section "Professional Sufficiency" of the assessment form together the assessment based on the internship report will be used. To do a successful internship, total grade should be greater than 50 over 100.