

**T.C.**  
**İSTANBUL KÜLTÜR UNIVERSITY**  
**FACULTY OF ENGINEERING**  
**DEPARTMENT OF ELECTRICAL AND ELECTRONICS ENGINEERING**

**INTERNSHIP IMPLEMENTATION PRINCIPLES**

**Objective and Scope**

**Article 1.** The purpose of these Principles is to determine the implementation rules of the compulsory internship work that students of the Department of Electrical-Electronics Engineering are obliged to carry out.

**Legal Basis**

**Article 2.** These Principles have been prepared on the basis of the *Regulation on Applied Education in Higher Education, the İstanbul Kültür University Directive on Applied Education, and the İstanbul Kültür University Associate and Undergraduate Education and Training Regulation.*

**Internship Prerequisite**

**Article 3.** A student who will do an internship must be at least a 4th-semester student.

**Internship Duration**

**Article 4.** The internship period that students must complete is at least 40 working days in total, provided that each internship course covers at least 20 working days. It may be completed in parts, each not less than 10 working days, with the approval of the Department Chair and the Internship Commission.

**Internship Implementation Principles**

**Article 5.** Students perform their internships during the summer and winter vacations. The summer vacation begins at the end of the spring-semester final examinations and continues until the day on which the courses of the following academic year's fall semester begin. The winter vacation begins at the end of the fall-semester final examinations and continues until the day on which the spring-semester courses begin. An internship cannot be carried out on days when the student has classes or examinations.

**Article 6.** Final-semester (8th semester) or higher-semester students who are registered for only one course may also do an internship during the semester; the registered course may be the graduation project course.

**Article 7.** Students may complete their 40-working-day internship within one institution in different units. In that case, the internship period in each unit may be at least 10 and at most 30 working days. Students must fill out a separate internship report and institution evaluation form for the duties in each unit.

**Article 8.** The internship period in an institution or unit may be as little as 10 working days.

**Article 9.** Information on the qualifications of the institutions and units where students may do their internships and the accepted internship activities is announced on the department's website by the Department Chair of Electrical-Electronics Engineering.

**Article 10.** Students who have completed their compulsory internships may, if they wish, carry out voluntary (non-compulsory) internship activities within the periods specified in Articles 5, 6 and 7.

### **Internship Application and Evaluation Process**

**Article 12.** Information on the application and evaluation process is announced on the department's website by the Department Chair of Electrical-Electronics Engineering.

**Article 13.** Students are obliged to follow the internship student handbook, internship process document, and announcements published in the learning-management system by the Electrical-Electronics Engineering internship commission and to carry out on time the tasks given in the workflow.

**Article 14.** The Electrical-Electronics Engineering internship commission announces the "successful" evaluation criteria in the learning-management system.

**Article 15.** When deemed necessary, the Electrical-Electronics Engineering internship commission may inspect the student in the workplace and observe the on-site internship activities; if irregularity or inadequacy is detected, the internship is evaluated as "unsuccessful."

### **Cases Not Regulated**

**Article 16.** In cases not covered by these Principles, the provisions of the *Regulation on Applied Education in Higher Education*, the *İstanbul Kültür University Directive on Applied Education*, and the *İstanbul Kültür University Associate and Undergraduate Education and Training Regulation* shall apply.

### **Enforcement**

**Article 17.** These Principles enter into force as of the Fall Semester of the 2024-2025 Academic Year.

### **Execution**

**Article 18.** The provisions of these Principles are executed by the Chair of the Department of Electrical-Electronics Engineering.