



Adnan Menderes University
Engineering Faculty
Department ofEngineering

INTERNSHIP ACCEPTANCE FORM

1. Stick your photo.

Student's Photo

To whom it may concern,
The students of the Dep
engineering education. W
..... work days basis.

2. Fill in your personal information and apply to the department internship commission for signature.

do Internship during
student's internship on

Department's Prof. Practice Chair: Signature / Date :

STUDENT'S

Name Surname		Citizenship ID No	
St. ID No		Class	
e-mail		Phone	
Address			
Department of	Faculty of Engineering		
Any Personal or Family Insurance?	Student's Insurance Number	Nationality	

COMPANY

Name			
Address			
Production/Service Areas			
Phone	Fax No		
e-mail	Web Site		
Start Date	Finish Date	Duration (days)	

3. Fill in the information about the place of internship. Religious festivals and public holidays have to be taken into account when writing dates.

4. Receive confirmation from the place of internship. Make sure that the wet signature and stamp. (Official internship acceptance letter is also acceptable.)

EMPLOYER'S or COMPANY

Name Surname	
Job and Title	
e-mail	
Date	

5. You get the approval from the relevant internship commission at least 10 days before starting the internship. Do not forget to sign the required place.

6. At least 3 days before starting your internship, apply the Faculty of Engineering Student Affairs office for your SGK registration.

I, here by, assure that the information placed on this document is correct and true. I want the internship documents to be prepared about the company contracted for internship. (Student's Signature and Date)

Internship Department Approval

(Subscriber's Name Surname, Signature and Date)

Insurance Registration Approval

Insurance registration for SGK is done. (Approval and Date)

7. DO NOT FORGET TO PREPARE THIS FORM IN 3 COPIES!