

07.06.2021

## 2020-2021 Summer Internship Announcement for Computer Engineering and Software Engineering

- Internship application forms are available on Computer Engineering department website. You can also find internship regulations there.
- This summer you can do both remote (online) and on-site internships. Online internships can be done during the summer school only if you are taking *one course*. Otherwise internships are not allowed during the summer school. In any case, you have to complete a minimum of 20 working days.
- In the workplace there should be at least two computer engineers and your advisor should be a computer engineer. Electronics engineers can also be acceptable if your study is based on a computer (hardware or software) project .
- If you are a 3rd or 4th year student you can do both internships this summer. If you are doing both at the same company then you should submit separate application forms and reports. In this case, you should work on two different projects (or different parts of a project) for each internship. If you are a 2nd. year student you can only do one internship this year.
- Once you find a place, please follow the steps given below.
  1. Fill out the application form and have it signed by the company.
  2. Fill out the “internship information” excel form.
  3. Send the application forms together with a copy of your id, certificate of residence and criminal record to the internship committee (Rüyam Acar) by email ([ruyam.acar@okan.edu.tr](mailto:ruyam.acar@okan.edu.tr)) at least one week before the start date of internship. And please let us know if you

don't need insurance. (If you are already working in the company you will be doing the internship, that is if you already have insurance let us know. )

4. Next, we will inform human resources about your application and they will send you your insurance document by email. (You don't need to go to school for this.)
- When you finish your study you can send your report and evaluation form to [ruyam.acar@okan.edu.tr](mailto:ruyam.acar@okan.edu.tr). You should have the relevant pages in your report signed and approved by the company. Finally, you need to explain your work for each of the 20 days in detail in your report.