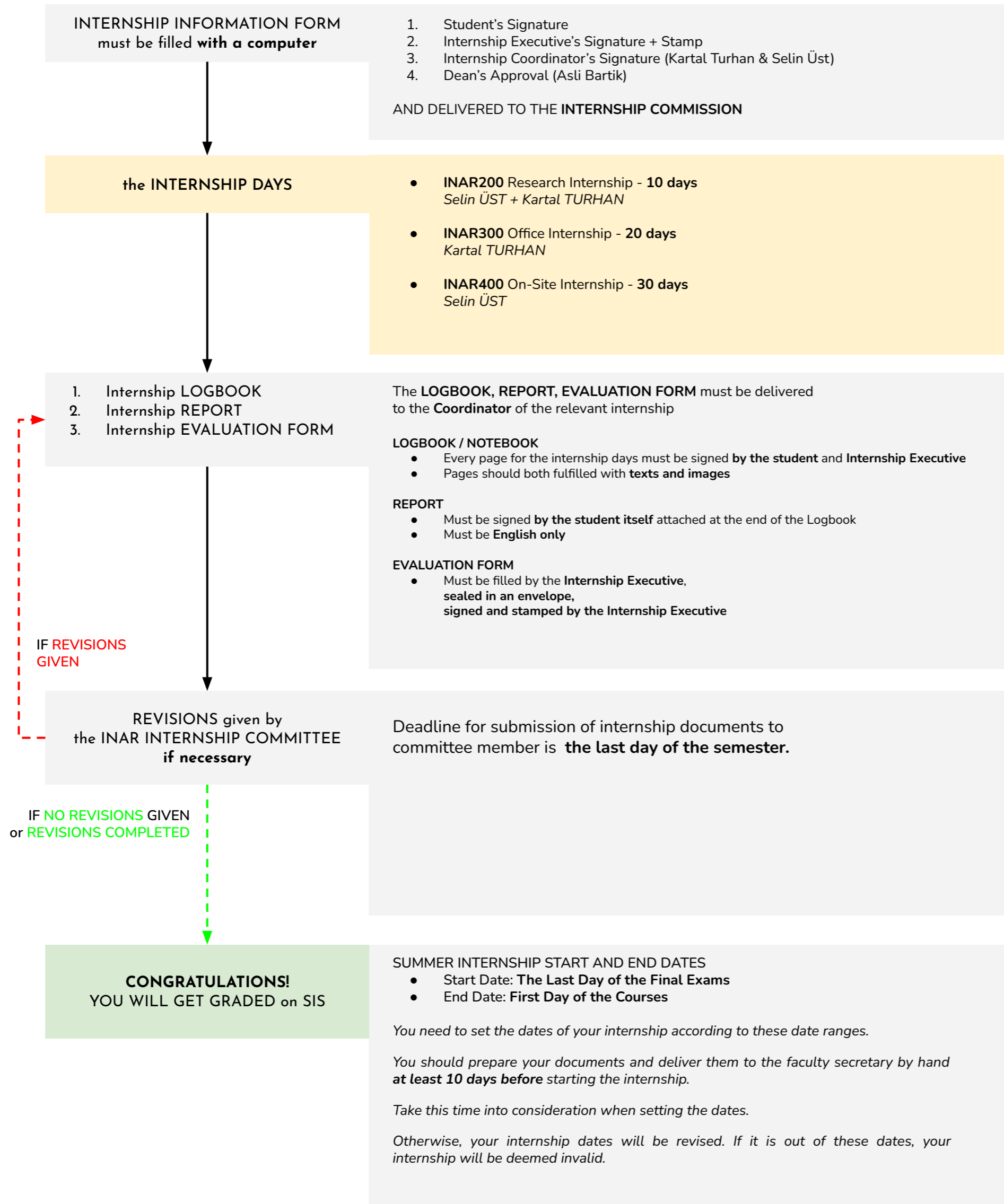


INTERNSHIP PROCESS CHART
for
OzU Interior Architecture and Environmental Design Students

*You can reach all the required documents via
<https://www.ozyegin.edu.tr/en/interior-architecture-and-environmental-design/undergraduate/internship>



IMPORTANT

- **WORK PERMIT EXEMPTION CERTIFICATE IS REQUIRED FOR FOREIGN STUDENTS TO DO THEIR INTERNSHIP IN TURKEY**
- **INTERNSHIP DAYS SHOULD NOT COINCIDE WITH CLASS DAYS.**
- **INTERNSHIP CANNOT BE DONE DURING THE PERIOD AND IN MID-TERM HOLIDAY**
- **WHETHER YOU WORK IN PROMOTION (IN OZU) OR AS AN ASSISTANT DURING THE SUMMER PERIOD, THE RELEVANT DAY SHOULD BE RESERVED FOR INTERNSHIP ONLY.**
- **THOSE WHO TAKE A COURSE IN THE SUMMER SCHOOL SHOULD NOT TAKE ANY OTHER COURSES FROM THE SUMMER SCHOOL IF THEY WANT TO DO AN INAR 200 INTERNSHIP. IF YOU ARE GOING TO DO AN INAR200 INTERNSHIP ABROAD, THE SAME THING IS IN QUESTION.**
- **YOU DO NOT HAVE TO PAY ANY FEES FOR INTERNSHIPS DURING THE SUMMER PERIOD. HOWEVER, INTERNSHIPS DONE DURING THE EDUCATION PERIOD (FALL OR SPRING) ARE INCLUDED IN THE CREDIT ACCOUNT.**

INTERNSHIP NOTEBOOK

- For all internships, you must keep a note in your internship notebook with at least one photograph of the work done every day. (~min 150 words). Every page of your internship book must be checked and approved by your internship supervisor.
- At the end of all internship notebooks, you are required to write a one-page report summarizing your experience from the internship. (Your signature must be on this page) Report page must be written in English.

Q & A

Is there an internship during the school period?

- Only students who are in the graduation stage and have less than 18 ECTS credits can do internship during the school term (provided that the courses are collected in 2 days).
Plan your internships well; Those who have completed all their internships at the end of the spring semester are included in the graduation lists.

Can I split the internship into two parts in the same summer?

- Your reason for dividing the internship and the interval you give will be evaluated by the internship commission.