

## INTERN TRAINING ASSESSMENT FORM

<b>Intern Student:</b>	
Name	
Number	
Department/Program	
Internship Code	<input type="checkbox"/> .....290 <input type="checkbox"/> .....390

<b>Industrial Training Company:</b>		
Name and Address:		
Starting date of training	Ending date of training	Duration (Total working days)
Saturday shift of working <sup>(*)</sup>	<input type="checkbox"/> Done <input type="checkbox"/> Not done	

*(\*) If Saturdays are incorporated to the industrial training, a letter which is approved by the institution must be given to the student which states the Saturdays are accounted as working days.*

Assessment	Grades (*)
Attendance	
Working effort and discipline	
Professional ability, demand of self-improvement	
Behaviors to the supervisors	
Behaviors to the colleagues	

<b>Additional comments about the intern:</b>

*(\*) Grading Scale: A (Perfect), B (Good), C (Enough), D (Slightly Enough), F (Inadequate)*

<b>Title, name and contact information of the authorized person</b>	<b>Date, stamp and signature</b>

**General principles of industrial training:**

1. *Duration of the industrial training cannot be less than 20 work days. Sundays and public holidays are not counted as working days. Subjects, periods and duration of industrial training are set by the department/program commission.*
2. *The students are liable for preparing an "industrial training report" about the activities of internship and deliver it on time. With the report that is approved by an authorized person, "compulsory practical training form" which the student has a copy of it and "industrial training evaluation form" which is filled, approved by an authorized person and putted in a envelope are delivered by the intern or post to the department.*