



FIRAT UNIVERSITY

VETERINARY FACULTY INTERNSHIP DIRECTIVE

FIRST SECTION

Aim, Scope, Basis, and Definitions

Aim and Scope

ARTICLE 1

1. The purpose of this directive is to enhance the knowledge, skills, and experiences gained by students during the mandatory internships that form an integral part of the education process and to define the principles and fundamentals of these internships.
2. This directive applies to the procedures and principles that Firat University Faculty of Veterinary Medicine students must follow during their internships, as well as the provisions regarding the organization and execution of these internships.

Basis

ARTICLE 2

This directive has been prepared based on Article 17, Paragraph b1 of the Higher Education Law No. 2547, Article 21 of the Firat University Faculty of Veterinary Medicine Education and Training Regulation, and the standards of National (Association for Evaluation and Accreditation of Veterinary Education Institutions and Programs - VEDEK) and International (European Association of Establishments for Veterinary Education - EAEVE) veterinary accreditation organizations.

Definitions

ARTICLE 3

1. The following terms are defined as used in this directive:
 - **Dean:** The Dean of the Faculty of Veterinary Medicine, Firat University.
 - **Deanery:** The administrative office of the Faculty of Veterinary Medicine, Firat University.
 - **Faculty:** The Faculty of Veterinary Medicine, Firat University.
 - **Senate:** The Senate of Firat University.
 - **Internship:** Practical training undertaken in domestic or international official or private institutions to enhance students' knowledge, skills, and professional experience.
 - **Internship Evaluation Form:** A document containing information, observations, and evaluations of students' practical training activities during their internships.

- **Internship File:** A collection of documents, including forms, reports, and development records, related to the internships completed by students.
- **Internship Commission:** A commission consisting of members appointed by the Faculty Board of Directors to supervise and regulate the internships.
- **Internship Location:** The official or private institution, either domestic or international, where the internship takes place.
- **Management Board:** The governing board of the Faculty of Veterinary Medicine, Firat University.

SECOND SECTION

Execution of Internships

Internship Duration and Process

ARTICLE 4

1. Students of the Faculty of Veterinary Medicine are required to complete 30 working days of internships by the end of the 8th semester (4th year).
2. Internships commence and conclude on dates determined by the Management Board. Students unable to complete internships during these periods must submit a petition to the Faculty Student Affairs Unit, explaining their situation. The Board evaluates requests for internships outside the specified timeframes and informs the students of the decision.
3. Students may complete their mandatory internships in domestic or international public or private institutions. International internships must be conducted in organizations employing veterinarians, with prior approval from the Internship Commission and an acceptance letter from the host institution.
4. The following are examples of approved internship locations:
 - Veterinary faculties, clinics, hospitals, research and application farms, and central laboratories.
 - Official or private organizations, such as farms, slaughterhouses, shelters, rehabilitation units, zoos, and research centers.
 - Facilities associated with the Ministry of Agriculture, integrated meat and dairy enterprises, aquaculture farms, or experimental research centers.
5. Students attending international internships are selected by the Internship Commission based on academic performance, foreign language proficiency, and disciplinary records.
6. Attendance during internships is mandatory. Absences cannot exceed 10% of the total internship period.
7. The Management Board may permit internships outside the regular internship calendar if deemed necessary.
8. The internship locations, calendar, and quotas are announced annually. Students may not change internship locations without the Board's approval.
9. In cases where applications exceed the announced quotas, preference will be given based on academic performance and disciplinary records.
10. Students wishing to change their internship location due to illness, accident, family emergencies, or force majeure (e.g., natural disasters or pandemics) must submit a

request to the Dean's Office at least 15 days before the internship begins (except in unforeseen emergencies).

Responsibilities of Participating Students

ARTICLE 5

1. Students must adhere to Article 54 of the Higher Education Law No. 2547 and the working rules of the institution. Professional attire and respectful behavior are mandatory.
2. Students must complete all assigned tasks on time and to the required standard, under the supervision of the institution's staff.
3. Students must handle equipment responsibly and comply with workplace safety regulations. Any damages caused by negligence must be compensated.
4. Students may not participate in strikes, boycotts, or political activities at their internship location.
5. Internship notebooks must be submitted to the Dean's Office within one month of completing the internship for evaluation by the Internship Commission.
6. Students are responsible for covering transportation, accommodation, and other internship-related expenses.
7. Students must respect patient confidentiality and adhere to ethical and legal standards.

Internship Execution, Supervision, and Evaluation

ARTICLE 6

1. The Internship Commission oversees the coordination, execution, and supervision of internships.
2. Students must complete and submit the Internship Application and Acceptance Form to the Dean's Office.
3. The approved application form is forwarded to the internship location for final approval.
4. Students must maintain a daily Internship Diary Form, which is reviewed weekly by the supervisor.
5. The Internship Evaluation Form is submitted to the Dean's Office within one week after the internship concludes.
6. Students must deliver their completed Internship Files to the Student Affairs Unit within ten days of completing their internship.
7. The Internship Commission reviews submitted files and determines whether students have passed or failed. Students who fail must repeat their internships and cannot graduate until successful.
8. Participation in research projects supported by TUBITAK or similar organizations may count as internships with prior approval.
9. All evaluation forms and documents are stored in students' personal files.

THIRD SECTION

Miscellaneous and Final Provisions

Unspecified Situations

ARTICLE 7

In cases not explicitly covered by this directive, decisions made by the Management Board will apply.

Enforcement

ARTICLE 8

This directive takes effect upon approval by the Senate.

Execution

ARTICLE 9

The Dean of the Faculty of Veterinary Medicine is responsible for executing this directive.