



DESCRIPTIONS

¹ Payroll Schedules are issued between the beginning of each month and the end of each month.

<u>Periods</u>	<u>Internship Days</u>
MAY	01 MAY - 31 MAY
JUNE	01 JUNE - 30 JUNE
JULY	01 JULY - 31 JULY
AUGUST 	01 AUGUST - 31 AUGUST
SEPTEMBER 	01 SEPTEMBER - 30 SEPTEMBER

¹ In which period the days you do your internship coincide with, the payrolls of that period are prepared.

² At the end of each semester, it is obligatory to send the Scorecards to the Faculty. (To be sent to the Social Security Institution

³ Payrolls must be sent to muhendislik.staj@alanya.edu.tr at the end of each month and within 5 working days after the internship ends, and the originals must be submitted together with the other internship documents.

⁴ Our students who will do internships in different workplaces (2 different places) will fill in points for their workplaces separately.

⁵ Insurance premiums will be paid by taking these workplaces into account in the period premium payments.

T.C.
ALANYA ALAADDİN KEYKUBAT ÜNİVERSİTESİ REKTÖRLÜĞÜ
Rafet Kayış Mühendislik Fakültesi Dekanlığı

ZORUNLU BİRİMDİŞİ UYGULAMA (STAJ) ÖĞRENCİ ÇALIŞMA PUANTAJI

AİT OLDUĞU AY : (01 201.... - 31 201....)

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
08:00 - 09:00																															
09:00 - 10:00																															
10:00 - 11:00																															
11:00 - 12:00																															
13:00 - 14:00																															
14:00 - 15:00																															
15:00 - 16:00																															
16:00 - 17:00																															

AYLIK TOPLAM GÜN :.....

ÖĞRENCİNİN SORUMLU SUPERVİZÖRÜN

ADI SOYADI

İMZASI

... / / 20....
BİRİM AMİRİ
İMZA

ÖĞRENCİNİN

ADI SOYADI :

BÖLÜMÜ - ÖĞR.NO :

ÇALIŞTIĞI KURUM :

STAJ DURUMU _____ :

Devam Ediyor

Sona Erdi

NOT: PUANTAJ FORMLARININ ASILLARI STAJ BİTİŞ TARİHİNDEN İTİBAREN EN GEC 3(ÜÇ) GÜN İÇERİSİNDE FAKÜLTEDE OLACAK ŞEKİLDE ELDEN VEYA POSTA İLE GÖNDERİLECEKTİR. PUANTAJ ASILLARINI GÖNDERMEYEN ÖĞRENCİLERİN STAJLARI KABUL EDİLMEYECEKTİR.