

	<p align="center"><b>ERCIYES UNIVERSITY</b></p> <p align="center"><b>FACULTY OF VETERINARY MEDICINE</b></p> <p align="center"><b>JOB DESCRIPTIONS</b></p>		<b>DOCUMENT NUMBER:</b>	Vet_Fr.03-45
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<b>Unit:</b>		Dean's Office of the Faculty of Veterinary Medicine		
<b>Position Title:</b>		<b>Internship Commission</b>		
<b>Supervisor:</b>		Dean		
<b>Associated Unit:</b>		Dean's Office of the Faculty of Veterinary Medicine		
<p><b>BRIEF DESCRIPTION OF THE ROLE:</b></p> <p>The Internship Committee, within the framework of the Erciyes University Internship Regulation, evaluates the practical training conducted by the Faculty of Veterinary Medicine students at public institutions or private organizations, either domestically or internationally, for specific periods.</p>				
<p><b>DUTIES AND RESPONSIBILITIES:</b></p> <ul style="list-style-type: none"> <li>- The Internship Committee and its members are established by the Dean and carry out their activities after approval from the Board of Directors.</li> <li>- The Committee regulates the principles of internships for students continuing their education at the Faculty of Veterinary Medicine.</li> <li>- The Committee informs and guides students regarding the internship locations, format, and duration.</li> <li>- At the end of the internship, the internship record form and internship logbook submitted by the relevant department regarding the student are reviewed by the Internship Committee, and preliminary reports are submitted to the Faculty Board for discussion.</li> <li>- The Committee follows the student's development by maintaining communication with the departments where the students are interning.</li> <li>- The committee members continue their duties until a new appointment is made.</li> <li>- In the event of a committee member's departure for any reason, the Dean's Office appoints a new member.</li> <li>- Committee members are required to attend meetings unless they have an official excuse.</li> <li>- The situation of committee members who do not attend meetings without documented justification will be evaluated by the Dean's Office.</li> </ul>				
<b>PREPARED BY:</b> <b>QUALITY UNIT</b>		<b>CHECKED BY:</b> <b>VICE DEAN</b> <b>Prof.Dr. Murat KANBUR</b>		<b>APPROVED BY:</b> <b>DEAN</b> <b>Prof.Dr. Abdullah İNCİ</b>