

**KOÇ UNIVERSITY**  
**COLLEGE of ENGINEERING**  
**SUMMER PRACTICE PROCEDURE ANNEX I/A**  
**MECHANICAL ENGINEERING ADDITIONAL RULES**  
**MECH 291/391 SUMMER PRACTICE I/II**

1. The MECH Summer Practice Committee is responsible for administering all Summer Practice related affairs of the program. The committee is composed of two members of the MECH academic staff and students will register MECH 291/391 through KUSIS according to the dates mentioned in **CE Summer Practice Procedure**.
2. It is students' responsibility to find an appropriate company for the Summer Practice. Students are strongly recommended to have a preapproval from the MECH summer practice committee for the suitability of the factory or machine shop where they plan to do the summer practice. MECH student who is accepted for internship **must** obtain the "Summer Practice Information Form" completed by the engineer responsible for evaluating the student's performance during the term of the internship and send the form [engpractice@ku.edu.tr](mailto:engpractice@ku.edu.tr). To ensure that the company and the department are eligible, it is suggested to get an **approval from her/his academic advisor** before beginning each Summer Practice. But it's not compulsory to get the approval. A list of companies where former engineering students fulfilled their Summer Practice requirements is available at Department's web page.
3. Student's supervisor, who is responsible for evaluating the student's performance during the term of the internship in company, must be an engineer. Summer Practice I and II shall be conducted in a factory / machine shop employing at least two-full time professional engineers of the field of practice excluding the consultants, part-time engineers, graduate students, part-time professors etc.
4. **MECH 291 Summer Practice I must be** performed on manufacturing processes such as machining, foundry work, metal forming, welding, non-conventional machining, heat treatment of materials, finishing, additive manufacturing, etc. Students are recommended to be exposed to the following topics:
  - a. Computer Aided Design (CAD) and Computer-Aided Manufacturing (CAM)
  - b. Production processes
  - c. Assembly
  - d. Quality control
  - e. Research and development
5. **MECH 391 Summer Practice II may be** performed completely on manufacturing processes or two weeks about manufacturing processes and two weeks about engineering management, industrial organization, human resources, finance etc.
6. Students are recommended to perform the Summer Practice II in a different company if the Summer Practice I was previously conducted in a small and medium enterprise (SME / "KOBİ"). The Summer Practice II should be performed in a different department if it is to be done in the same company as the Summer Practice I.
7. **Double major** MECH students should perform at least one technical summer practice.
8. **Students must adhere to the CE Summer Practice Procedure about the deadlines and other requirements.**