

İŞ YERİ STAJ SÖZLEŞMESİ (ING)

T.C.
BİRÜNİ UNIVERSITY FACULTY OF
PHARMACY
WORKPLACE INTERNSHIP AGREEMENT IN ENTERPRISES

PHOTO

STUDENT'S			
Name - Surname			
Öğrenci Numarası		Academic Year	
Student Number		Telephone Number	
Residence Address			

WORKPLACE OF INTERNSHIP			
Name			
Address			
Production / Service Area			
Telephone Number		Fax Number	
email		Web Address	

CODE and NAME OF INTERNSHIP:						
Start Date			End Date			Duration
Internship Days	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

EMPLOYER or AUTHORITY		
Name - Surname		Date, Signature and Stamp
Duties		
email		
Employer SSI Registration Number		

STUDENT'S IDENTITY INFORMATION			
Name.		City of Registration	
Surname		District	
Father Name		Neighborhood-Village	

İŞ YERİ STAJ SÖZLEŞMESİ (İNG)

Main Name		Volume No	
Place of Birth		Family Sequence No.	
Date of Birth		Sequence No.	
T.C Identity No		Civil Registry Office	
Identity Card Serial Number		Reason given	
SSI No		Date Issued	

GENERAL PROVISIONS

ARTICLE 1- This contract is signed between the Dean's Office of the Faculty of Pharmacy, the employer and the student in order to regulate the principles of the internship of vocational and technical education program's students in accordance with the Vocational Education Law No. 3308.

ARTICLE 2- One copy of this contract, which is organized in triplicate and signed by the parties, is kept in the Dean's Office of the Faculty, one copy in the enterprise, and one copy in the student.

ARTICLE 3- Internship in enterprises is planned and carried out according to the academic calendar of Biruni University Faculty of Pharmacy.

ARTICLE 4- During the internship of the students, the employer / employer's representative is responsible for occupational accidents and occupational diseases that may occur due to workplace defects.

ARTICLE 5- Internship in enterprises is carried out in accordance with the provisions of Biruni University Faculty of Pharmacy Student Internship Application Principles and Vocational Education Law No. 3308.

ARTICLE 6- This contract, signed by the parties to take effect from the date the internship starts in accordance with the academic calendar of Biruni University Faculty of Pharmacy, is valid until the date the students complete their workplace internship.

TERMINATION OF THE CONTRACT

ARTICLE 7- Contract;

- Closure of the workplace for various reasons,
- If the owner of the workplace changes, the new workplace cannot continue the same profession/production,
- The contract is terminated as long as the student is suspended or dismissed from the university in accordance with the provisions of the Student Disciplinary Regulation of Higher Education Institutions.

SALARY AND LEAVE

8- According to the first paragraph of Article 25 of Law No. 3308, as long as workplace training continues in enterprises, students are paid a salary not less than 30% of the current monthly minimum salary net amount in workplaces employing twenty or more personnel, and 15% in workplaces employing less than twenty personnel. The initial salary is TL. The fee paid to the student is exempt from all kinds of taxes. If there is an increase in the minimum wage during the year, these increases are reflected in the students' fees at the same rate.

ARTICLE 9- Students are required to fulfill the attendance requirement in the Internship Directive of their unit.

INSURANCE

ARTICLE 10- As long as the students continue their internship in the enterprises with the conclusion of this contract, work accident and occupational disease insurance according to subparagraph (a) of the first paragraph of Article 4 of the Social Insurance Law No. 5510 is made by the Faculty Dean's Office.

ARTICLE 11- The insurance premiums to be paid by the Dean's Office of the Faculty shall be paid to the Social Security Institution or transferred to the account of this Institution according to the rates determined by the Social Security Institution.

ARTICLE 12- Documents related to insurance and premium payments shall be kept by the Dean's Office of the Faculty.

STUDENT DISCIPLINE, ATTENDANCE AND ACHIEVEMENT

ARTICLE 13- Students are obliged to attend the enterprises for internship. Students who do not attend the internship at the enterprises without an excuse will have their salary deducted. Businesses are authorized in this regard.

İŞ YERİ STAJ SÖZLEŞMESİ (ING)

ARTICLE 14- Business authorities notify the Faculty Dean's Office within five (5) working days at the latest of the student who does not come to the workplace internship for one (1) working day without an excuse.

ARTICLE 15- In the event that students engage in behaviors that require disciplinary investigation in enterprises, this situation is notified in writing by the enterprise to the Faculty Dean's Office. Disciplinary proceedings are carried out by the Faculty Dean's Office according to the provisions of the Student Disciplinary Regulations of Higher Education Institutions. The result is notified to the enterprise in writing.

ARTICLE 16- The success status of students doing internship in enterprises is determined according to the provisions of "Biruni University Student Internship Regulations" and "Internship Application Principles of the Faculty of Pharmacy".

OTHER DUTIES AND RESPONSIBILITIES OF PARTIES

ARTICLE 17- Responsibilities of the businesses that will have internships:

- a. To make the internship of the students in the enterprise in accordance with the academic calendar of Biruni University Faculty of Pharmacy.
- b. To ensure that the internship is carried out in the place determined by the Faculty Dean's Office Internship and Education Implementation Boards,
- c. To assign a sufficient number of competent personnel in the profession to be responsible for the students' internship in the programs where internship will be done,
- d. Signing an internship contract for students who do internship in the enterprise, according to the first paragraph of Article 25 of Law No. 3308, on issues such as wage amount, wage increase, etc,
- e. Monitoring the attendance of students and reporting their absences and excuse leaves to the Dean of the Faculty to be forwarded to the relevant program heads in due time,
- f. To send the forms containing information about the students' internship to the relevant Faculty Dean's Office confidentially at the end of the internship,
- g. To grant unpaid excuse leave to students during the internship to be counted as absenteeism and not to exceed the maximum period of absenteeism determined by the legislation,
- h. In case of a decrease in the number of personnel after the internship starts, to continue the internship of the students who have started the internship in the enterprise until the completion of the internship,
- i. To take the necessary measures to protect students from occupational accidents and occupational diseases and to take the necessary procedures for their treatment.

ARTICLE 18-Duties and responsibilities of the Dean of the Faculty of Pharmacy at Biruni University:

- a. To sign a workplace training contract with the enterprises in accordance with the first paragraph of Article 25 of the Law No. 3308 for the student who is doing internship in the enterprise, the amount of salary, salary increase, etc. with the enterprises together with the students,
- b. To ensure that the forms related to the activities of the students in the internship programs are given to the enterprises at the beginning of the internship,
- c. To ensure that the internship in enterprises is carried out by the training staff to be assigned by the enterprise,
- d. To ensure that the internship in enterprises is carried out in accordance with the relevant professional fields,
- e. To ensure that students' paid and unpaid leaves of absence and attendance and absenteeism are monitored,
- f. To carry out the insurance premiums of students doing internship in enterprises according to the principles of the Regulation,
- g. To take the necessary measures in cooperation with the business authorities in order to achieve the objectives of the workplace internship in enterprises.

ARTICLE 19-Duties and responsibilities of students undergoing workplace training:

- a. To comply with the conditions and working order of the workplace,
- b. Not to disclose private information of the workplace to third parties,

İŞ YERİ STAJ SÖZLEŞMESİ (ING)

- c. Not participating in union activities,
- d. To attend the workplace internship regularly,
- e. Keeping the workplace internship file and filling out the relevant forms.

OTHER MATTERS

ARTICLE 20- In other matters not included in this contract, students who are doing internship in enterprises are treated according to the provisions of the relevant legislation.

ARTICLE 21- The following social rights will be provided to the student by the enterprise:

- a.
- b.
- c.
- d.
- e.

Enterprise Name	
Faculty Name	

STUDENT	EMPLOYER OR REPRESENTATIVE	DEAN OF THE FACULTY
Name and Surname:	Name and Surname:	Name and Surname:
	Görevi:	
Date: / /	Date: / /	Date: / /
Signature:	Signature - stamp	Signature - stamp