Department of Mining Engineering
- Summer Practice Process Chart -

**SUMMER PRACTICE QUOTAS**

- **SELF APPLICATION**
- Search for Mining Companies in or out of Turkey
- Submit the summer practice request to the summer practice committee. (The decision which company the student will work in, will be announced by the committee at the end of the winter semester.)
- Send the related information to the committee:
  - Company Name
  - Committee Address (within or outside of Turkey)
  - Contact Person at the Company
  - Email Address
  - Name of the student
  - Date of the Processing Plant under which the company works.

- The committee decides whether the student can do the practice or not.

- The committee makes a general announcement of the practice, at the end of the winter semester.

- Students are required to activate their insurance for the required period.

- In that case, the student is allowed to re-apply.

- If there is no report submission, the student takes "U" grade in MinE300/400.

- The reports are allocated to the faculty members for the summertime.

- If the report requires a major revision or if there is no report submission, the student takes "U" grade in MinE300/400.

- Does the report satisfy the summer practice requirements of METU Mining Eng. Department?

- The committee will share some files with students to activate their insurance.

- The student takes "S" grade in MinE300/400, no later than the deadline.

- The committee makes a general announcement of the company's criteria for summer practice.

- If the report requires a major revision or if there is no report submission, the student takes "U" grade in MinE300/400.

- The student is expected to send the related report before the summer practice period.

- After the summer practice period, the students should prepare and submit the report.

- If any work is performed, the student is allowed to re-apply.

- If the report requires a major revision or if there is no report submission, the student takes "U" grade in MinE300/400.

- The reports are allocated to the faculty members for the summertime.

**RESUBMISSION**

- The following materials will be shared by the department:
  - Health and Safety background
  - Information about the company
  - Interview from the company's engineers
  - Company's location and Mineral Type
  - Company's profit and performance during their practices

**APPLICATION and APPROVAL**

- Summer Practice Type
  - Eligible for summer practice in a Mineral Mine under MinE300/400?
  - Eligible for summer practice in a Surface Mine under MinE300/400?
  - Eligible for summer practice in a Surface Processing Plant under MinE300/400?

- After the starting date of Spring Semester, the committee will share some files with students to activate their insurance.

- The students are required to activate their insurance for the required period.

- The student is expected to send the related report before the summer practice period.

- If any work is performed, the student is allowed to re-apply.

- If the report requires a major revision or if there is no report submission, the student takes "U" grade in MinE300/400.

- The reports are allocated to the faculty members for the summertime.

**REPORT SUBMISSION and EVALUATION**

- The following requirements should be completed in a summer practice:
  - The company and students should be aware of the health and safety requirements under peace-time conditions. Students should choose a seasonal practice subject to the company's guidelines. Students should have a positive attitude/response to the reports to be prepared for the working period. Students should prepare and submit their reports within 3 weeks after the starting date of Spring Semester.
  - Any course performance must be re-evaluated.
  - The committee evaluates the students based on the reports prepared during their practice.

- Students are expected to prepare and submit a report in the summer practice period. Students should be prepared to submit their reports in the period of 1 week to 4 weeks before the starting date of Spring Semester.

- The reports are allocated to the faculty members for the summertime.

- The reports are evaluated by the assigned faculty members.

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