Make sure about the company/institution where you want to conduct your summer practice

Fill in the **Summer Practice Application Form** and and send to Teaching Assistants via e-mail.

Your application form will be signed by Summer Practice Coordinator and then will be sent back to you by e-mail.

Submit the application form to the company/institution where you will be conducting your summer practice.

Are you under the health insurance of your family/parents?

- **Yes**: Click “Var/Yes” for health insurance coverage in the survey
  - Fill out the Form A, sign it and upload it to the "google drive folder" that will be assigned to you.
  - Download the **Summer Practice Evaluation Booklet** from the webpage. Attach 2 of your pics to the 3rd and 5th pages.

- **No**: Click “Yok/No” for health insurance coverage in the survey
  - Fill out the Form B, sign it and upload it to the "google drive folder" that will be assigned to you.
  - Fill-in the 1st, 3rd and 5th pages of ‘Summer Practice Evaluation Booklet’ and upload all pages of the document to the assigned drive folder.

Remind the company/institution to mail the evaluated Booklet to the Department securely.

Register for ENVE 300 or ENVE 400 in the following Fall Semester

Submit your report at the beginning (Monday) of the 3rd week of the Fall Semester

**Form A**: ailesi_uzerinden_saglik_hizmeti_alanlar
**Form B**: ailesi_uzerinden_saglik_hizmeti_almayanlar

In order to get the forms, go to the department’s webpage ([http://www.enve.metu.edu.tr](http://www.enve.metu.edu.tr)), click “Summer Practice”, and then, click “Steps to Follow”.

*Your summer practice will be valid only for two semesters. If you do not submit your report in the following two semesters after your summer practice then you have to conduct another summer practice.*