

Dear Sir/Madam,

First of all, I would like to thank you for providing our Faculty's Gastronomy and Culinary Arts Department student(s) with the internship opportunity that will support their professional development. Our students' ability to make the best possible use of their internship period, and to put their theoretical knowledge into practice, will undoubtedly have a positive effect on their professional experience. In order for them to gain the best possible experience, the internship period has been set at 60 (sixty) working days. It is important that our student(s), who begin working at your workplace with intern status, report to work regularly and actually complete the relevant period. During the internship, the primary responsibility for monitoring our students' attendance rests with the workplace where they are interning. I would like to remind you that on-site inspections may also be carried out by our Faculty's internship committee. The workplace's authorized signatory, or the person designated as responsible by the authorized signatory, shall be deemed to have accepted and undertaken to notify our Faculty of any instance in which the intern student fails to report to work without a valid excuse.

Stamping and signing the internship documents of a student who has not actually completed the internship constitutes an offense under Article 204-(1) of the Turkish Penal Code (TCK). This article provides: "A person who forges an official document, alters a genuine official document in a way that would deceive others, or uses a forged official document shall be punished with imprisonment from two to five years."

For the sake of our students' professional development, I would like to state that I attach great importance to our cooperation with valued sector representatives such as yourselves, and I hope that this cooperation will continue to grow in the periods ahead.

Date:

HKU Gastronomy and Culinary Arts Department Head Assoc. Prof. Dr. Furkan BALTACI Doç. Dr. Furkan BALTACI Hasan Kalyoncu Üniversitesi Gastronomi ve Mutfak Sanatları Bölüm Başkanı Turizm Fakültesi	Company Name: _____ Institution Official's Name and Surname: _____ Stamp: _____
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