



**MANİSA  
CELAL BAYAR  
ÜNİVERSİTESİ**

**MANİSA  
CELAL BAYAR  
ÜNİVERSİTESİ  
MANİSA TEKNİK BİLİMLER  
MESLEK YÜKSEOKULU**

**MANISA TECHNICAL  
SCIENCES VOCATIONAL  
SCHOOL**

**VOCATIONAL TRAINING IN  
BUSINESS AUTOMATION  
REGISTRATION CONSENT  
FORM**



We kindly request that the attendance and/or timesheet information of the students who will complete their Vocational Training in Business (IME) internship at your organization be entered into our school's automation system by following the procedures outlined below. After completing these procedures, please enter the information obtained (IMEO Registration Number (ID)) into the form below and send the form back with an official stamp and wet signature via the student.

- A company registration must be created at [imeo.mcbu.edu.tr](http://imeo.mcbu.edu.tr). Once the registration is completed, the username and password will be sent via email. Please do not log in until your account has been approved. (This address is used only for students of **Manisa Technical Sciences Vocational School**. It is not used to enter information for students from other vocational schools or faculties.)
- After the confirmation email is sent to the email address provided during the company registration from [dekont.ime@mcbu.edu.tr](mailto:dekont.ime@mcbu.edu.tr), the student who will complete the Vocational Training in Business must be added to the automation system. If you have previously registered at [imeo.mcbu.edu.tr](http://imeo.mcbu.edu.tr), you may log in using the same username and password.
- Once the required information is entered and the student's registration is completed in the system, an "ID" number will be generated for each student. Please write this "ID" number in the field labeled "**imeo Registration No (ID)**" in the form below.

<b>Company Name</b>	
<b>Responsible Person Title</b>	
<b>Responsible Person Full Name</b>	
<b>Responsible Person Mobile Phone Number</b>	
<b>Student Full Name</b>	
<b>Department / Program</b>	
<b>Student Number</b>	
<b>imeo Registration No (ID)</b>	
We hereby declare that the information provided above is accurate.	
<b>Company Stamp</b> <b>Authorized Company Representative</b> <b>Full Name &amp; Signature</b>	

**Contact:** Manisa Technical Sciences Vocational School, Manisa Celal Bayar University, Şehit Prof. Dr. İlhan Varank Campus, 45140 Yunusemre / MANİSA, +90 (236) 234 44 61, Vocational School Secretariat: +90 236 234 44 61/6703

Form creation date: V1. 11.27.2025