Co-funded by the Erasmus+ Programme of the European Union
TRIGGER: 617309-EPP-1-2020-1-SK-EPPKA2-CBHE-JP

WP3: Establishment/ Enhancement of the Careers, Employability and Enterprise Services (CEES)

D 3.1 Report on graduate's employability support through careers, employability and enterprise services at Tashkent State Transport University in Uzbekistan

Triggering innovative approaches and entrepreneurial skills for students through creating conditions for graduate's employability in Central Asia

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Acknowledgement: TRIGGER is co-funded by the Erasmus+ Programme of the European Union under Grant Agreement № 617309-EPP-1-2020-1-SK-EPPKA2-CBHE-JP

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1. General information on Tashkent State Transport University

Tashkent State Transport University was established on the basis of the Tashkent Institute of Railway Engineers, Tashkent Institute of Design, Construction and Operation of Motor Roads and the Faculty of Aerospace Technology of Tashkent State Technical University in accordance with the Resolution № PP-4703. According to the decision, Tashkent State Transport University is the legal successor of the Tashkent Institute of Railway Engineers in all rights and obligations. In turn, the Tashkent Institute of Railway Engineers was established in 1931 as the Central Asian Railway Institute, and the Tashkent Institute of Design, Construction and Operation of Highways in 1950. There are 9 faculties with 1 Dean and 3 Vice-Deans. These faculties are: faculty of Economics, faculty of Aviation Engineering, faculty of Electrical and Computer Engineering, faculty of Railway Engineering, faculty of Transport Systems Management, faculty of Road Transport Engineering, faculty of Railway Construction, faculty of Road Construction, International education program faculty. The faculty staff of TSTU includes more than 700 teachers. The total number of students is more than 14,150 (14045 students, 51 Master students, 52 PhD students, 8 Double degree programs students). The university has the following research laboratories: "Materials science and welding" research laboratory, "Railway rolling stock" research centre, "Signalization and Communication" research laboratory.

TSTU is located in the city of Tashkent, the capital of the Republic of Uzbekistan. Tashkent is one of the largest industrial-transport crossings and cultural centers. The population of Tashkent is 2 million 766 thousand people. The unemployment rate in Tashkent is 7-8% for the last 4 years. Until 2018, the unemployment rate in the city was in the range of 3-4%. This is due to the fact that the population of Tashkent has increased in recent years. In this regard, about 27,000 new jobs have been created in the last 4 years. Today, the services sector is developing well in Tashkent. The number of comfortable hotels, private medicine, entertainment facilities is growing year by year. In recent years, Tashkent, like all other sectors, pays special attention to the development of the construction industry. In 2020, the share of small business in the gross regional product of the city was 45.8%.

University graduates are employed not only in Tashkent, but also in enterprises throughout the country. University graduates can work in a variety of industries, but most of them go to companies in the transportation, engineering, and construction industries. The major employers are: enterprises of JSC "Uzavtosanoat JSC : "UzAuto Motors", LTD "SamAvto", JSC "UzAuto Motors Powertrain", LTD "UzAuto Trailer", enterprises of JSC "Uzbekiston Temir Yullari": UE "Uztemiryulmashtamir", SC "Andijan Mechanical Plant", JSC "Tashkent Mechanical Plant", JV "Urgench Excavator Plant", enterprises of the construction industry: JSC "Eyvalek mahsus temir beton", Trust "Kuprikkurilish", UE "Uztemiryulkurilishmontazh", UE "Specialized construction and assembly train-406", UE "Power train -1". As of the 2020-2021 academic years, 58% of undergraduate graduates and 80% of graduate students were employed.

2. Information on audit

The audit was conducted by the questionnaire method among the top management and administrative staff of the university, academic staff of faculties and centers from 19th of April till 4th of June, 2021. In total **20 people** participated in the survey, including 1 vice-rector, 1 head of department, 8 vice-deans, 7 professors-teachers, 3 technical staff.

Due to the restrictions related to the epidemiological situation of COVID-19 the audit was online. Corporate emails and social networks such as Telegram were used to distribute the questionnaires. Participants of the survey were informed with necessary information for taking the survey, as it would be a little difficult to fill answers because the survey requires exact information for some questions. The staff has no experience with CEES, but they have worked in such positions where they have served in some of the functions of assigning students to internships, internships, and jobs. And some participants do not have much experience in the type of activity for which the purpose of the survey is focused. The main observation from the audit and recommendations for further steps – the survey took about an hour to complete, so vice-rectors and vice-deans were late with the deadline for completing the questionnaire.

3. Analysis of graduate's employability support through careers, employability and enterprise services and HEI-business cooperation.

3.1. Framework of Careers, Employability and Enterprise Services in Republic of Uzbekistan on country level

Careers, Employability and Enterprise Services is provided by The Youth Employment Assistance Center, which is a national level organization. The Youth Employment Assistance Center was established in 2009 and aims to provide comprehensive assistance in employment, adaptation and building a successful career for young people. Every year, thousands of young people aged 18 to 30 in need of employment and hundreds of leading companies for recruiting turn to the Center. The center has solid experience in the field of employment, maintains constant partnership with large and leading companies in the country. The branches of the Center in the regions are covered by a single information network. This approach allows unifying the work of youth employment assistance services throughout the country, facilitating the development and exchange of experience in this area. The centralized information network makes it possible to receive and analyze information about the employment of university graduates, the quality of their training in the context of regions, specialties and individual educational institutions. The center regularly updates the database of vacancies and applicants. Organizes offsite consulting trainings, recommends the best graduates for vacancies of leading companies. The work of specialists does not stop at the stage of employment of young

applicants; with the help of regional consulting and training centers, it improves the qualifications and develops personal skills of young specialists on a regular basis. Young people, having applied to the Center, get the opportunity not only to get a job, but also to undergo a series of trainings on the development of personal and professional skills. Employers are provided with a full range of services for the selection and development of personnel, including individual selection, assessment of abilities and development of skills of young specialists.

The center was established by the Ministry of Employment and Labor Relations of the Republic of Uzbekistan in cooperation with the United Nations Development Program in Uzbekistan as part of the project "Promotion of youth employment in Uzbekistan" to provide decent jobs for young people.

3.2. Current Careers, Employability and Enterprise Services in HEI in the country on HEI level

Services and activities relating to enhancing student and graduate employability.

Organisational structure, number of staff, scope and main activities of the career and liaison office of the TSTU

TSTU has a "Marketing and student practice" department which is engaged in assisting in the employment of students and graduates. The department consists of 1 head of department, 3 chief specialists, 1 marketer. The department operates on the basis of the Regulations approved by the Ministry of Higher and Secondary Special Education of the Republic of Uzbekistan. According to this, the tasks of the department are:

- formation of a database based on the study of the needs of enterprises, institutions and organizations in higher education personnel trained in higher education institutions
- training personnel in higher education institutions and monitoring the employment of graduates on the basis of state grants, systematic analysis and evaluation of the employment process of graduates of higher education institutions
- formation of real "portfolio of orders" for bachelors and masters graduates based on the demand for young specialists, preparation of highly educated personnel in new directions and specialties of education, especially in the field of high and innovative technologies, based on the needs of current and prospective programs of development of industries and sectors of economy and regions
- ensuring cooperation between the relevant departments and consuming enterprises (customers) in the personnel training process
- assisting in organization of the students' practice at the graduates' enterprises and organizations where they can be employed in the future
- providing with organization of students practice in the enterprises, establishments and organizations according to the direction of education and specialization

- studying of advanced foreign and native experience in organization of practice of students and preparation of proposals on its use.

TSTU strategy on matters of employment and career of students and graduates

The university is developing a draft "Program for the implementation of the strategy of the Tashkent State Transport University for 2022 - 2026". The strategy has not yet been approved, as it is under development.

The strategy of TSTU will consider in some points the tasks of employment and career of students and graduates. The strategy is being developed in accordance with the Decree of the President of the Republic of Uzbekistan "On approval of the concept of development of higher education system of the Republic of Uzbekistan until 2030". It specifies the priority areas of TSTU development, including the training of graduates in accordance with the requirements of qualifications, ensuring their employment, promoting professional careers, development of student internships and apprenticeships. Specific actions on this issue will be specified in the qualification, internship, and practice programs.

Support offered to students and graduates on their professional development

There is no position of a consultant for graduates on their professional development at TSTU, students can consult with tutors and responsible teachers from the department. TSTU does not offer an online portal or an online database where students can find information on labor market issues. But they can find this information on the official website of the Ministry of Employment and Labor Relations (https://mehnat.uz/ru).

In order to support students, TSTU submits candidates for participation in competitions for personal scholarships, financial incentives; internships are conducted outside of the academic load and free of charge for students.

Support offered to students and graduates on their educational development

Group mentors and responsible teachers from the department, systematically work with undergraduate students on available positions for work after university. Issues of further education and requirements for admission to the master's program are handled by the TSTU Admissions Committee. The Department of Research, Innovation and Training of Scientific-Pedagogical

Personnel deals with issues of further education and requirements for admission to doctoral programs (PhD, DSc).

In addition, there is an annual competition to award the State Scholarship of the President of Uzbekistan, as well as State Scholarships named after Beruniy, Ibn Sina, Navoi, Ulugbek and Imam al-Bukhari. These scholarships are awarded to final two-year undergraduate students of state higher educational institutions of the Republic of Uzbekistan.

The Department of International Cooperation constantly provides information to students and alumni about study abroad programs and postgraduate programs in national or international universities. Announcements are constantly published on the portal and social channels of TSTU. The university encourages students to participate in various kinds of competitions and contests.

Measures of tracking academic and professional progress of students and graduates

TSTU maintains and develops communications with graduates to track their careers. Communication with graduates is carried out through telephone conversations and electronic correspondence (Telegram); correspondence with employers who have hired university graduates. The Department of "Marketing and student practice" performs all of these functions. This usually occurs after graduates are assigned to jobs, i.e., beginning in June and continuing through September. The primary indicator is the hiring order. For the department now, the number of students employed is very important, not whether they are assigned to a position or not. So they only count the number of students who found employment.

In the future to ensure that graduates are placed in quality jobs, the results of tracking students will be used to improve educational programs and promote employment by the department "Marketing and student practice".

Additional information of services currently offered by the HEI on Careers, Employability and Enterprise cooperation

It should be noted that the student does not always agree with the allocation of the practice or internship, or that desired object may not be on the list. In this case, the student may bring a letter from the company where he or she wishes to do the internship or practice. After the student brings the letter of approval from the company, the university will issue an order based on that letter.

Services and activities relating to development of employability skills

Activities on employability skills development of students and graduates as part of the curriculum

The official curricula of technical specialties of our university do not include courses related to the development of employability skills. But the Department of Economics in the direction of "Economics" has a course on "Labor Economics", where 2-3 lectures are devoted to employability issues.

Activities on employability skills development of students and graduates as part of organized social activities

The Marketing and Student Internship Department organizes meetings with students throughout the year in cooperation with various firms and organizations not related to the transportation industry. Students interested in other fields can apply the knowledge gained at the university to this area as well. During the meeting, officials present the main activities of the organizations and information about future plans. They also give information about the requirements for new personnel, information about attracting students of our university to employment. At the end of the meeting students get answers to all their questions.

Support offered to students and graduates on national or international mobility programmes

TSTU does not provide exchange or international mobility services to students.
TSTU cooperates with many universities of the Russian Federation, and offers 2+2 bachelor programs, and 1+1 master programs, i.e. double degree programs.
In the Bachelor's degree program the university cooperates with such universities as:

- Moscow Aviation Institute
- Higher School of Logistics
- Kazan Federal University

In the master's program the university cooperates with such universities as:

- The Higher School of Logistics
- Kazan Federal University
- Petersburg State University of Railway Transport

The purpose of international cooperation is:

- formation of knowledge, abilities, skills and intellectual, moral, creative and physical development of the student's personality;
- improvement of scientific and methodological support in the implementation of relevant educational programs;

- Provision of necessary economic, production and social conditions for the most complete use and development of scientific and technical potential of higher educational institution in the interests of social and economic development of the country.

Services and activities relating to development of innovation and entrepreneurial skills

Organizational structure, number of staff, scope and main activities of innovation and entrepreneurship office

TSTU has the Department of Organization of research activities of gifted students. The main objectives of this department are to support the results of scientific and research activities of students, including the results of intellectual creative activity and scientific developments.

This department is attached to the Vice-rector for Research and Innovation. He also manages the Department of Scientific Research, Innovation and Scientific-Pedagogical Personnel. These departments have eight full-time employees.

Services offered to students and graduates to develop their entrepreneurial skills

Services to develop and advise graduate students on entrepreneurship and business skills are organized in the following forms:

- Organization of activity of branches of specialty departments at production enterprises
- Improving the order of effective organization of classes and student internships in industrial enterprises.

These areas mainly help students develop their professional skills. Meetings and trainings with the participation of major employers, public figures and entrepreneurs who have achieved great success in the relevant field will be organized to develop entrepreneurial skills.

Activities to support innovation and entrepreneurship of students and graduates

The university organizes start-up competitions every year. Department of Scientific Research, Innovation and Scientific-Pedagogical Personnel is in charge of organizing the start-up contests. Through the social channels of the university, the administration or representatives of the youth organization announce start-up competitions at the university level. The start-up submission

deadline, conditions, stages are indicated. Winning prizes will participate in the next stage, for example, at the republican level.

Start-up projects are announced at the republican level on the official site of the Ministry of Innovation. Students or young researchers who reached the national level will continue to participate in the projects announced by the Ministry. The winners will be awarded with money and valuable prizes.

Services and activities relating to establishing cooperation relationships with businesses

Liaison activities of the HEI with employability organizations

TSTU does not cooperate with the Republican employment organizations. Because the employment of graduates in the transport sector is much higher than in other industries. In the 2020-2021 academic year, with the exception of some imbalances in supply and demand for fields of study and specialties, the needs of all system units under the Ministry of Transport are expected to be fully met at the expense of university graduates this year. In the current academic year, 58% of bachelors, as well as 80% of masters in all fields of study at our university are attached to jobs.

Meetings with organizations in the field of transport are organized by order of the Minister of Transport. As a result of the meetings, the current needs of all divisions of the system of the Ministry of Transport (industrial enterprises and organizations, as well as social institutions) for young specialists - bachelors and masters will be studied. The composition of enterprises, organizations and institutions of all divisions of the system of the Ministry of Transport, where graduates can work in the current academic year, as well as the real need of each enterprise, organization and institution in young professionals will be determined.

With an indication of vacancies guaranteed application (bid) is formed and officially submitted to the leadership of the university. According to him, at present the total need of the system subdivisions of the Ministry of Transport for young specialists is 1620 people. With the exception of some imbalances in supply and demand by directions and specialties, the needs of all system subdivisions of the Ministry of Transport are expected to be met completely by graduates this year. In the current academic year, the University has 2110 bachelors in 31 fields of study (including 506 on the basis of state grants), a total of 270 masters in 36 specialties (including 175 on the basis of state grants), and 111 part-time students (2491 young specialists in total) have graduated.

The distribution of graduates is carried out in accordance with the Regulations "On the order of targeted training on the basis of state grants". According to the document, not only students enrolled on state grants, but also fee-paying students will be involved.

Networking activities with businesses

TSTU participates in research fairs. Branches of departments at enterprises were organized, where practical and laboratory classes, industrial practices and internships are held. Organizing meetings between company heads and alumni. These research fairs do not involve companies or enterprises, they are only for universities or research institutes.

The management of the Ministry of Transport forms a guarantee based on the composition of enterprises, organizations and institutions that are part of the Ministry of Transport, as well as the real need of each enterprise, organization and institution for young professionals. After receiving a guaranteed application (order), university officials will conduct appropriate work among the graduates. Every graduate studying on the basis of state grants, as well as graduates studying on a paid basis and expressing desire to work at enterprises, organizations and institutions of the Ministry of Transport are allocated jobs.

Mentoring program offered by the HEI

There is no special mentoring program at the university. But on faculties seminars are organized where leading businessmen are invited as lecturers and also act as mentors. They pass on their knowledge and experience and invite students to their enterprises. Mentoring program is also carried out in the internship program, the final year student spends 1 day a week in the production organization with the attached mentor. Mentors are offered by the enterprise from among experienced specialists; all students are obliged to undergo an internship. Our university very rarely offers trainings for mentors. For the most part, all classes are for students only.

Services offered to employers

- Implementation of scientific and technical orders and grants, finding new solutions to existing problems in production;
- Ensuring mutually beneficial cooperation of higher education institutions with industrial enterprises, organizations, research institutions in such areas as the production infrastructure and the widespread use of practical examples in education.
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Additional information on cooperation procedures with companies

The university has a Department of Research, Innovation and Scientific and Pedagogical Personnel, but this department does not provide support in the development or implementation of students' business ideas.

3.3. SWOT analysis of graduate's employability support through careers, employability and enterprise services at TSTU

STRENGTHS	**WEAKNESSES**
- The university develops its own curricula and plans using the experience of both regional and foreign universities. - Programs context are adjusted to the employer' requirements. - The presence of branches of the department in the enterprises of transport. - Internship course for all students.	- Incorrect form of organization of the graduate placement process. - Weak development of innovative thinking. - High teacher workload (high student-teacher ratio of 14/1). - Lack of an online platform to meet and communicate with potential employers.
OPPORTUNITIES	**THREATS**
- Uzbekistan's policy and legislation is socially oriented, therefore universities are always ready to provide jobs for their graduates. - Guaranteed employment of graduates. - High level of coverage of graduates' employment at the enterprises of JSC "Uzbekistan Temir Yullari" and JSC "Uzavtosanoat".	- Lack of independent choice of the organizational structure of the University, because it depends on the decisions of the Cabinet of Ministers. - A significant share of classroom instruction in the total volume of the educational process, this ratio is determined by the Ministry of Higher Education, which develops state educational standards.

3.4. SWOT analyses of HEI cooperation with institutions outside TSTU

STRENGTHS	**WEAKNESSES**
- A single standard in all aspects of the transportation industry.	- Difficulties associated with a limited source of self-financing.

- Providing all the conditions on the university campus for staff development, faculty from other universities, as well as for attracting international students. - Possibility of organizing an international conference in cooperation with the HEI partners, including industry partners. - Existence of many years of experience in cooperation with Central Asia and Russian Federation universities. - Participation of teachers in international scientific conferences and seminars held by a partner university.	- Presence of deficiencies in laboratory bases by directions. - Lack of professors and teachers with scientific level in the departments, i.e. low level of scientific potential.
OPPORTUNITIES	**THREATS**
- Cooperation in postgraduate education at Russia's leading transport universities (PGUPS, MIIT). - Promotion the communication among teachers for purposes of conducting joint scientific researches cooperation, and to promote and enhance the research and teaching level of teachers by their communication and cooperation.	- Closure of borders due to pandemic conditions. - Due to force majeure, changes in socio-political conditions, loss of opportunity to fully implement the terms of the cooperation agreement. - Insufficient development of direct transport links

3.5. The suggestions for improvement of graduate's employability support through careers, employability and enterprise services at TSTU

1. Revise the principle of job assignment based on foreign hiring experience.
2. Introduction of new disciplines for the development of innovative and entrepreneurial skills.
3. Reduce the lecturer's class load at the university, so that he has more free time for individual communication with students (reduce the student/faculty ratio from 14/1 to 10/1). It depends on the decision of the superiors.
4. Develop an online platform or virtual office for meetings and communication with the potential employers, for internship through the website, where students can ask questions and get advice on employability matters.

5. Increase the share of students' practical skills in the total volume of the educational process, which means - to reduce the weekly classroom load of the student (from 30 hours to 20-25 hours), by increasing the practice (not once a week, but twice), as well as by increasing the independent work of the student.
6. Search for additional sources of income.
7. Attraction of foreign and national grants for creation and improvement of laboratory bases and wide use of access to material and technical base of transport enterprises.

3.6. The suggestions for improvement of HEI cooperation with institutions outside TSTU

1. Campaigning for students and faculty to seek and participate in international conferences, meetings, and seminars.
2. Development and funding of direct transport links for cooperation with CA universities.
3. Strengthening the material and technical base of laboratories by attracting investment from the internal budget of the University or scientific funds of the University and other universities.
4. Develop a unified strategy for the development of universities in Central Asia for 3-5 years, setting a common goal of development at the international level.
5. Strengthening the material and technical base of the university, for example to equip all classrooms with interactive technology (only some classrooms exist), to bring the sport complex, kitchen, cafeteria, and student campus to a proper level, to increase the attractiveness to other HEI, international students.

4. Analyses of Internship programs

4.1. Institutional framework of internships on country level

According to the Decree of the President of the Republic of Uzbekistan No. 4703, the Program of Measures on creation of personnel training system and development of scientific potential of Tashkent State Transport University in 2020 - 2023 was developed. This document specifies the implementation mechanisms for the measure of improving the quality of training through increased participation of industry enterprises in the processes of training and internships.

They are: creating practical training centers (branches of specialized departments) at industrial enterprises in order to create the necessary conditions for the university professors-teachers to conduct research work and practical training; implementation of a system of assigning students to customer organizations and qualification practice at future workplaces in these organizations until the end of training.

4.2. Current internship programs on HEI level

Management and administration of internships

Measures and requirements for student internships

Internships are governed by documents such as: Presidential Decree No. PF-5847 of October 8, 2019 "On Approval of the Concept of Development of the Higher Education System of the Republic of Uzbekistan until 2030"; Presidential Statement No. 34 of June 16, 2021 "On the effectiveness of reforms in higher education, as well as on preparations for the new academic year".

Students develop practical skills in the following order (using the electrical engineering, electro-mechanics and electrical engineering field as an example):

- General familiarization with the safety instructions, the enterprise and its history based on the information provided by the supervisor - 1st week;
- getting to know the organization system of the company, its economical indices, the technical characteristics of the producer, according to the information given by the supervisor- 2nd week;
- Getting acquainted with the work of the departments (mechanics, electric machines, electrical equipment, etc.) On the basis of the information given by the supervisor- 3rd week;
- Getting to know the chief designer, technologist, S&T, prototype shop on the base of the information given by the scientific supervisor - 4th week;
- Getting acquainted with the work of the technical control department and the laboratory of the enterprise on the basis of the information given by the supervisor - 5th week;
- Preparation and defense of personal assignments and reports on practice on the basis of the information provided by the supervisor - 6th week.

Student responsibilities during the internship:

- Perform the activities specified in the action plan;
- Comply with the rules of the internship;
- Technical, electrical and work safety rules;
- Study the special and general conditions in the plant, depot and shop.
- Chronicle the practical diary, including the necessary notes, sketches and other materials.

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Internships´ duration, focus and credits offered

The university has a separate internship like a practice for bachelors and masters (the following will talk about this internship) and an internship for bachelors. Internship for bachelors is held once a

week, i.e. for each academic group one day is allocated separately (groups are distributed on different days). This internship for bachelors does not count for credits, that is, it does not count in the curriculum. But the internship for bachelors is held only for students of railway directions. Internships are not available for students of automobile transportation and aviation transportation. Internship like a practice for students is conducted after the end of the course in the summer period.

In the first year bachelor students spend 2 weeks internship (2 credits), in the second year students spend 6 weeks internship (6 credits), in the third year students spend 8 weeks internship (8 credits), and in the fourth year before writing and defending the graduation work - 2 weeks of pre-graduation internship (2 credits). Graduate masters do internship only in the second year in 17 weeks. All terms and dates of practice indicated in the curriculum.

Management of internships

Students are explained (by tutor and responsible teacher) the internship term, start date, and end date before they leave for their internship. And also, on the part of the department is given a practice diary for each student, where the object of practice, responsible person in the object, which will be responsible for the knowledge and skills of the student is indicated. Besides, the date of practice report delivery and the responsible person from the department, who will accept the report and put marks, are indicated in the diary.

For each type of practice students are assigned supervisors from the educational institution and from enterprise (institution, organization) - base of practice. Consultants are appointed if necessary. Deans of faculties, heads of departments in the faculty, as well as supervisors of practice in the department, the head of practice appointed in the organization are responsible for the management and quality control of practice.

The Marketing and Student Internship Department manages the procedure and collects information from the departments, and once the placement is complete, prepares a report on the status of the placement that is, how many students have been placed in jobs and how many students have declined placement.

Administration procedures

Organization of all types of internships is carried out on the basis of cooperation agreements and tripartite agreements on internships, which are concluded no later than one month before the internship and signed by the Vice-Rector for Academic Affairs.

The faculty provides the departments with a list of internship and practice organization, and the department deals with the allocation of students of their choice. After that departments send the official letter on objects with indication of number and surname of students who will carry out practice or internship in this object, and also the date of the beginning and the end of practice/internship is specified.

Department organizes the necessary training for 1 month before the internship. The Department organizes lessons that acquaint students with normative documents of internship (program, methodic recommendations about internship), tasks and aims of internship, safety rules in places of internship, requirements to interns, and order of registration and passing of reporting documents on internship. Practice supervisors from the department provide recommendations and consultations on the process of giving the documents before the beginning of practice.

Additional information on management and administration of internships

- At the end of the internship, the company can invite students to work.
- Practice (internship) is carried out directly at those enterprises that are directly related to the sphere of transport.
- Students can also be allocated on the topic of the graduate qualification work.

Support given to students

Training activities to support internships

Students are explained (by tutor and responsible teacher) the internship term, start date, and end date before they leave for their internship. And also, on the part of the department is given a practice diary for each student, where the object of practice, responsible person in the object, which will be responsible for the knowledge and skills of the student, is indicated. Besides, the date of practice report delivery and the responsible person from the department, who will accept the report and put marks, are indicated in the diary. Also, students will follow the program of practice, which will help them to collect the necessary information and to prepare the report. The program consists of the following sections: purpose of the internship; practical tasks; requirements to the students during the internship; content of student work on objects; practice order; procedure of the Internship report preparation and defense; criteria for evaluating the work of the student during the internship. Before the internship begins at the internship site, the persons in charge will once again acquaint you with the rules of the internship and safety regulations.

Support given to students on finding internship positions

The University does not have any department to assign students to internships and work placements. This function is the responsibility of the department. The academic department gives the departments a list of companies where students can do internships or work placements.

Internships are conducted on the basis of contracts drawn up between the university and enterprises. The department concludes internship agreements with industrial organizations in the direction of the specialty. Students are distributed at the level of the department and the department prepare letters of contracts for internship objects.

Development of entrepreneurial skills through internships

The purpose of the internship is to improve the following skills at the leading enterprises of JSC Uzbekistan Temir Yullari: locomotive depots, repair enterprises, regional railway hubs and other transport enterprises: production organization; their technical equipment, use; technology of maintenance and repair; transport service, economic and operational indicators; improving the efficiency of transport vehicles; organizational and scientific and technical measures to protect.

Monitoring and evaluation of internships

Management procedures during internships

Student internships are based on and conducted on the basis of the Decree of the President of the Republic of Uzbekistan "Adoption of the concept of development of higher education system of the republic of Uzbekistan to 2030". According to the document the following activities are being carried out:

- creating conditions for students to work in manufacturing enterprises and organizations of the respective industry in their spare time from the educational process;
- provision of mutually beneficial cooperation of higher educational institutions with industrial enterprises, organizations, research institutions in the direction of scientific and technical orders and grants, search for new solutions of existing problems in production, active involvement of experienced practical workers to the educational process, wide use of production infrastructure and practical examples in education;
- improvement of the order of effective organization of training sessions and internships for students at production enterprises.

During the internship, the student fills out a diary of the work done each day. At the end of the internship, the student submits a report on the completion of the program. The internship report is received by supervisors appointed by the enterprise and the university. In some cases, the report may be accepted at the institute by a commission of at least two people during the first week of the next semester. Together with the report, the internship diary is also handed in. A student who fails to turn in the report and diary and who violates labor discipline will be required to repeat the internship during the vacation period. If the student violates the rules of internal discipline, the supervisor assigned to the production will take the necessary measures and notify the Rector of the Institute. The Rector will consider whether the student should remain at the university. Scholarship appointments are made upon submission of the internship report.

Procedures for evaluation of internships

During the internship (practice), the student completes a progress diary each day. At the end of the internship, the student submits a report on the completion of the program. The internship report is accepted by the supervisors appointed by the enterprise and the university. In some cases, the report may be accepted at the institute by a commission of at least two people during the first week of the next semester. The internship diary will also be given to the supervisor along with the report. A student who fails to submit the report and diary, who does not participate in distance learning, who violates work discipline, will be forced to repeat the internship during the vacations.

The Rector of the Institute will take appropriate action if an intern violates the rules of internal discipline by the supervisor assigned to the production. The Rector will consider whether the student should remain at the institution. The assignment of the stipend is made after the internship report has been submitted.

4.3. SWOT analysis of internship

STRENGTHS	WEAKNESSES
- Availability of one day production internship per week. - One-day production internship per week on a free basis. - Employers provide talented students who have successfully completed the	- Lack of internship time. - Absence of branches of the department at the objects of internship. - Lack of involvement of qualified specialists to explain the production process in depth during the internship.

internship with jobs that match their knowledge and skills.	- Lack of clarity of the criteria for assessing the knowledge learned in practice. - Students do not know how to demand data for a report or for a graduate qualification paper, or enterprises are not always willing to provide their reports or information for students.
OPPORTUNITIES	**THREATS**
- Improving the quality of education of university graduates through internships. - Development of cooperation with new enterprises of the country in the branch and other branches (i.e. enterprises which are not branch ones for transport) for the internship and practice of students.	- The process of processing the necessary documents for the registration of the student for internship and practice causes difficulties on the part of enterprises.

4.4. The suggestions for improvement of internship at TSTU

1. Increase the number of internships from once a week to twice a week. The student should spend more time on the job.
2. Involvement of qualified specialists with pedagogical skills to familiarize students with the objects of practice.
3. Increase the responsibility of the assigned specialist of the enterprise or the object of practice for the process of internship (practice), for the collection of materials for further use in the graduate qualification work.
4. Develop clear assessment criteria for students according to the results of practice or internship (for each specialty and object separately).
5. Opening more branches of departments at all internship necessary (practice) facilities.

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