

## CHAPTER I

### INTRODUCTION

#### 1.1 Background of Apprenticeship

Apprenticeship are work placements with companies or organizations that provide new work experience and skills, which can be useful for future careers. The purpose of an internship is to provide opportunities for students to apply what they learn in the classroom to the real world, so that they are more ready to work after graduating. Depending on the conditions, you can work in one or several departments in a company or organization, and help with the work of employees there. The type and position of work will be adjusted to your major.

English is one of departments of State Polytechnic of Bengkalis. This study program focuses both in English and business skill. By attending the apprenticeship the student can be more understanding about world job. In result, the knowledge that have in the classroom can practice in the work place where they attend the apprenticeship program.

English is study programs of the Language Department. The Students of English Study Program are prepared to have competencies which the first is able to communicate in English (oral and written), then able to manage, operate, and keep documents and office equipment.

The apprenticeship is carried out for two month's at Immigration Office Class II TPI (Tempat Pemeriksaan Immigrasi) Bagansiapiapi, from 4<sup>th</sup> January to 5<sup>th</sup> March 2021. It is located in Utama Street, Gedung Nasional, Bagan Barat, Rokan Hilir District, Riau Province. When doing an apprenticeship, an apprentice student must carry out or follow the rules in the office. When in the office of an apprentice student must be disciplined, be serious when asked to do activities by office employees or office heads.

After the apprenticeship is over, the student must report their activities during two months they implemented it in the office or company are chooses by them.

## **1.2 Purposes of the Apprenticeship**

The purposes of the apprenticeship program which were done at Immigration Office Class II TPI Bagansiapiapi :

1. To find out the job description at Immigration Office Class II TPI (Tempat Pemeriksaan Imigrasi) Bagansiapiapi.
2. To find out the working at the Immigration Office Class II TPI (Tempat Pemeriksaan Imigrasi) Bagansiapiapi.
3. To find out the rules of the employees at Immigration Office Class II TPI (Tempat Pemeriksaan Imigrasi) Bagansiapiapi.

## **1.3 Significances of the Apprenticeship**

### **1.3.1 Significances for the Apprentice**

The significances of apprenticeship for Apprentice as follows:

- 1 To add insight to the students and knowledge to prepare both theoretically and practically.
- 2 To get experience before entering to the world of work later.
- 3 To improve the skill, ability, loyalty, and positive attitude.

### **1.3.2 Significances for State Polytechnic of Bengkalis**

The significance for State Polytechnic of Bengkalis are the apprenticeship can strengthen cooperation and socialization between State Polytechnic of Bengkalis and Immigration Office Class II TPI (Tempat Pemeriksaan Imigrasi) Bagansiapiapi, and to develop the competence graduate.

### **1.3.3 Significance for the Company**

1. To find human professionals resources.
2. To promote the office to public and have good relationship between the company and university.

