

നമ്പർ. P3/1916/23/എസ്എഫിടിആർ, കളമശ്ശേരി

സ്റ്റേറ്റ് ഇൻസ്റ്റിറ്റ്യൂട്ട് ഓഫ് ടെക്നിക്കൽ ടീച്ചേഴ്സ് ട്രെയിനിങ് ആൻഡ് റിസേർച്ച് തീയതി: 08.01.2024

സർക്കുലർ

വിഷയം:- സാങ്കേതിക വിദ്യാഭ്യാസം - എസ് ഐ റ്റി റ്റി റ്റി ആർ കളമശ്ശേരി - ഡിപ്ലോമ (റിവിഷൻ 2021 സ്കീം) - ഇൻറേൺഷിപ്പ് നോട്ടിഫിക്കേഷൻ - പ്രസിദ്ധീകരിക്കുന്നത്- സംബന്ധിച്ച്.

സൂചന :- സാങ്കേതിക വിദ്യാഭ്യാസ ഡയറക്ടറുടെ 07.01.2024 ലെ സി2/23629/23 നമ്പർ ഉത്തരവ്.

ഡിപ്ലോമ പ്രോഗ്രാം (റിവിഷൻ 2021 സ്കീം) ൽ ആറാം സെമസ്റ്ററിൽ ഇൻറേൺഷിപ്പ് നടപ്പിലാക്കുന്നതുമായി ബന്ധപ്പെട്ട നോട്ടിഫിക്കേഷൻ ഇതോടൊപ്പം പ്രസിദ്ധീകരിക്കുന്നു. സ്ഥാപനമേധാവികൾ ടി നോട്ടിഫിക്കേഷൻ സംബന്ധിച്ച് അവബോധം വിദ്യാർത്ഥികൾക്ക് നൽകേണ്ടതും പ്രസിദ്ധീകരിച്ചിരിക്കുന്ന ഷെഡ്യൂൾ പ്രകാരം ആവശ്യമായ അടിയന്തിര നടപടികൾ സ്വീകരിക്കേണ്ടതുമാണ്.

ഗീതാദേവി ആർ

ജോയിന്റ് ഡയറക്ടർ ( ഇൻചാർജ്)

സ്വീകർത്താവ്

- 1.എല്ലാ പോളിടെക്നിക് കോളേജ് പ്രിൻസിപ്പൽമാർക്കും.
2. സാങ്കേതിക പരീക്ഷ ജോയിന്റ് കണ്ട്രോളർ.

Approval Valid

Digitally Approved By

ഗീതാദേവി ആർ

Date: 08.01.2024

Reason: Approved

Dated 08/01/2024

**NOTIFICATION NO. 01/24**

Sub: Technical Education – SITTTR Kalamassery – Sixth Semester Internship –  
**Revision (2021 Scheme) Semester 6** - reg.

Ref: Proceedings No. C2/23629/23/DTE, Thiruvananthapuram dated 07/01/2024.

1. Notification is hereby issued for the Sixth Semester Internship to be introduced in the Diploma Curriculum **Revision (2021 Scheme)** as Internship Program.
2. Eligible sixth semester students of all Polytechnic Colleges and institutions conducting 3 year Diploma programs approved by AICTE and affiliated to SBTE in the state of Kerala shall apply for the Internship adhering to the regulations. The Director of Technical Education is empowered to make necessary changes in the selection of candidates for the Internship.
3. Interested Industries/Startups shall register in SITTTR Portal for Internships. The Director of Technical Education is empowered to select/approve industries eligible to participate in this programme.
4. The committee appointed by the Director of Technical Education shall select the final list of industries/companies from the companies registered in SITTTR portal.
5. Students shall submit the application through the respective institution to the industry empaneled in the SITTTR Portal. Consolidated list of students selected for the Internship program shall be forwarded by the head of institution to SITTTR.

**A. Instructions to the Candidates**

- (i) The candidate must be a regular student enrolled for 6<sup>th</sup> semester (except for programs, CP and TD) and must not be under suspension status at the time of applying for an internship.
- (ii) **The company/organization shall fix the criteria for selection of candidates.**
- (iii) Internship applications must be submitted to the faculty in charge of the respective institutions. Candidates shall submit separate applications for various industries or companies relevant to their respective disciplines. Students are permitted to submit applications to a maximum of three companies of their choice

for internship opportunities.

(iv) All the entries in the application shall be filled carefully by the candidate.

(v) Students those who have received the offer letter or confirmation email from industries/companies shall inform the Head of the Institution and obtain permission for joining in the industry/organization offering the internship. Additionally, they are required to provide a declaration stating their commitment to adhere to all rules related to the internship. Furthermore, the declaration comprises of the willingness of the student to complete the assessment for the assigned courses, including the two core courses and two audit courses. The above duly signed declaration form shall be handed over to the Principal of the respective Institution.

## **B. Instructions to the Polytechnic Colleges**

- i) Institutions shall inform the candidates about the internship in Semester 6 and receive applications from eligible and interested candidates in stipulated time.
- ii) Institutions shall properly verify the applications received from candidate and duly send to the respective industry/company.
- iii) Institutions shall permit the candidates to join for the internship which they have received offer letter from industries/companies.
- iv) Institutions shall sign MoU with SBTE/ DTE approved Companies by including terms of Internship, Assessment etc.
- v) Institutions shall send the consolidated list of candidates those who have selected for internship to the SITTTTR. Institutions shall also update the selected candidate details in TEAMS portal.
- vi) Faculty in charge shall Mentor/Guide the Interns regarding all aspects of Internship including mandatory requirements of Attendance, Assessment, documentation, maintaining discipline etc. The faculty in charge shall regularly follow up and be in continuous communication with the Intern and Industry Supervisor for support and guidance.
- vii) The faculty in charge shall also keep all documents related to Internship including Undertaking of Interns, schedule of Internship, assessment documents, Rubrics, Internship diary, Internship Reports, Comprehensive Internship Report etc.
- viii) Faculty in-charge of Internship for each program of the institution shall visit the industries where the students are doing internship twice a month.

- ix) Faculty in charge shall ensure that the students undergo internship in their concerned discipline.
- x) The principal shall ensure that the faculty in charge visits respective interns in the stipulated interval, conducts timely assessments (CA - I, CA – II & CA – III) as per the assessment guidelines, records it accordingly and submit the same to the Controller of Technical Examinations as and when notified.

## C. Instructions to the Companies

- i) The interested companies/organisations shall submit their details through online forms provided in the web portal of SITTTTR at [www.sitttrkerala.ac.in](http://www.sitttrkerala.ac.in). The Polytechnic colleges may also identify the Industrial Internship Partner (IIP) for SIXTH SEMESTER INTERNSHIP and may register in web portal of SITTTTR. The companies/ departments shall be in products or processes or services sector, not in training sector only and shall be of minimum 3 years existence.
- ii) The Industrial Internship Partner shall be Central/State PSUs, Government/LSG Departments, Private Sector industries and start-ups. In the case of Private sector Industries, business shall be in products or processes or services sector only.
- iii) SBTE/ DTE approved Company shall sign MoU with the Institutions providing Interns by including terms of Internship, Assessment etc.
- iv) The companies/organizations shall prepare the selection list and an additional waiting list of the students.
- v). **The verification and the approval of the companies in the SITTTTR portal will be finalized by the committee constituted by the Director of Technical Education.**

## C. General Instructions

- i) Students are required to review the portal and identify companies that aligns with their preferences. After selecting suitable companies, they shall fill out the application form and submit it to the faculty in charge. Separate applications should be submitted for various industries/companies. The faculty in charge, upon verifying applications should forward the applications to the Head of the Department (HOD). After further verification, the HOD submits it to the Principal for approval.
- ii) The college shall ensure that candidates correctly filled the fields such as Name, PRN, branch, phone, email, place, and the name of the applied company, etc in their application

form. The Principal of the respective polytechnic college will then consolidate applications and send to the respective companies. The company/organization may choose to conduct a separate test or interview for the final selection of interns. The ultimate selection will be entirely at the discretion of the company.

- iii). Change of company for the Internship will not be allowed to any candidate.
- iv). The duration of the Sixth Semester Internship spans four to six months.
- v). On completion of the internship, they must also successfully undergo an institute-level evaluation for the course on Entrepreneurship and Startup, the audit course Indian Constitution and two programme core courses.
- vi). Students opting for the Sixth Semester Internship will be deemed to have earned 10 activity points. The total credits for the Sixth Semester Internship will be 13.5 (calculated as the total credits of Semester 6, which is 21.5, minus the credits of two core papers, and credit of Entrepreneurship and Startup ie,  $(21.5 - (4 + 2.5 + 1.5)) = 13.5$ ).

The following courses will be treated as equivalent to Sixth Semester Internship with credit of 13.5.

- 1) Program Elective course-Theory of credit 4
- 2) Open Elective course-Theory of credit 4.
- 3) Program Elective course-Practical of credit 1.5.
- 4) Major Project with credit of 4

- vii). The student who opts for sixth semester Internship will be exempted from SBTE evaluation for these four subjects.
- viii). There is an option to cancel the Sixth Semester Internship program (internship pathway) and return to the normal pathway within two weeks after the commencement of the sixth semester, with the loss of attendance for that period.
- ix). **However, no facility will be provided to switch pathways after the initial two weeks of the commencement of the sixth semester.**

*Note: i) The students who have **not successfully** completed the internship and its evaluation will not be permitted to **redo the same or to go for another internship**. Such students will have to take readmission to sixth semester as and when it is offered in the institution.*

- x). Formats of company information for registration, student application etc., is appended in the Annexures.

**SCHEDULE FOR SIXTH SEMESTER INTERNSHIP**

Sl No	Item	Tentative dates
1	Registration of IIPs in portal of SITTTR	08/01/2024 to 11/01/2024
2	Finalization of IIP by SITTTR(Committee at DTE)	15/01/2024
3	Commencement of internship	31/01/2024
4	Completion of Internship	31/07/2024
5	Completion of Assessment two core papers, Entrepreneurship and Startup and Indian constitution	15/06/2024

**Joint Director in-charge**

## ANNEXURE 1

### **Regulations for Diploma Sixth Semester Internship**

#### **Introduction:**

The All India Council for Technical Education (AICTE) has implemented several initiatives aimed at fostering industrial internships for Diploma students enrolled in technical institutes. The main objective of these programs is to enhance students' employability skills as they make the transition from academia to the workforce upon graduation. Internships are considered to be of greater significance than college projects, as they afford interns' practical insights into company operations, opportunities to expand their professional networks, and hands-on experience working on real-life projects within the organization.

#### ***Outcomes***

Upon completion of the internship, interns will have the ability to:

- Apply theoretical knowledge and skills acquired during the internship tasks.
- Exhibit soft skills, including time management, a positive attitude, and effective communication, while performing assigned tasks.

#### **1. Requirements from the Candidates**

- i. The candidate must be a regular student enrolled for 6th semester (except for programs, CP and TD) and must not be under suspension status at the time of applying for an internship.
- ii. **The company/organization shall fix the criteria for selection of candidates.**
- iii. Internship applications must be submitted to the faculty in charge of the respective institutions. Candidates shall submit separate applications for various industries or companies relevant to their respective disciplines. Students are permitted to submit applications to a maximum of three companies of their choice for internship opportunities. All the entries in the application shall be filled carefully by the candidate.
- iv. Students those who have received the offer letter or confirmation email from industries/companies shall inform the Head of the Institution and obtain permission for joining in the industry/organization offering the internship relevant to their respective disciplines. Additionally, they are required to provide a declaration stating

their commitment to adhere to all rules related to the internship. Furthermore, the declaration comprises of the willingness of the student to complete the assessment for the assigned courses, including the two core courses and two audit courses. The above duly signed declaration form shall be handed over to the Principal of the respective Institution.

## **2. Requirements from institutions**

- i. Institutions shall inform the candidates about the internship in Semester 6 and receive applications from eligible and interested candidates in stipulated time.
- ii. Orient students and parents of final semester about final semester Internship.
- iii. Identify interested students and collect Undertaking signed by Student and Parent regarding understanding of Terms and conditions of Internship.
- iv. Institutions shall properly verify the applications received from candidate and duly send to the respective industry/company.
- v. Institutions shall permit the candidates to join for the internship which they have received offer letter from industries/companies relevant to their respective disciplines.
- vi. Institutions shall sign MoU with SBTE/ DTE approved Companies by including terms of Internship, Assessment etc.
- vii. Institutions shall send the consolidated list of candidates those who have selected for internship to the SITTTR. Institutions shall also update the selected candidate details in TEAMS portal.
- viii. Appoint faculty in charge for Internship in the lines of Project work.
- ix. Faculty in charge shall Mentor/Guide the Interns regarding all aspects of Internship including mandatory requirements of Attendance, Assessment, documentation, maintaining discipline etc. the faculty in charge shall regularly follow up and be in continuous communication with the Intern and Industry Supervisor for support and guidance.
- x. The faculty in charge shall also keep all documents related to Internship including Undertaking of Interns, schedule of Internship, assessment documents, Rubrics, Internship diary, Internship Reports, Comprehensive Internship Report etc.
- xi. Faculty in-charge of Internship for each program of the institution shall visit the industries where the students are doing internship twice a month.
- xii. Faculty in charge shall ensure that the students undergo internship in their concerned



discipline.

- xiii. The principal shall ensure that the faculty in charge visits respective interns in the stipulated interval, conducts timely assessments (CA - I, CA – II & CA – III) as per the assessment guidelines, records it accordingly and submit the same to the Controller of Technical Examinations as and when notified.

### 3. Requirements from Companies

- i. The interested companies/organizations shall submit their details through online forms provided in the web portal of SITTTR at [www.sitttrkerala.ac.in](http://www.sitttrkerala.ac.in). The Polytechnic colleges may also identify the Industrial Internship Partner (IIP) for SIXTH SEMESTER INTERNSHIP and may register in web portal of SITTTR. The companies/ departments shall be in products or processes or services sector, not in training sector only and shall be of minimum 3 years existence.
- ii. The Industrial Internship Partner shall be Central/State PSUs, Government/LSG Departments, Private Sector industries and start-ups. In the case of Private sector Industries, business shall be in products or processes or services sector only.
- iii. SBTE/ DTE approved Company shall sign MoU with the Institutions providing Interns by including terms of Internship, Assessment etc.
- iv. The companies/organizations shall prepare the selection list and an additional waiting list of the students.
- v. **The verification and the approval of the companies in the SITTTR portal will be finalized by the committee constituted by the Director of Technical Education.**
- vi. Orient interns to their new workplace by providing an organizational overview, explaining duties, and introducing them to colleagues.
- vii. Collaborate on crafting a comprehensive internship job description outlining specific deliverables and timelines.
- viii. Include interns in meetings and furnish information, resources, and opportunities for their professional development.
- ix. Recognizing that interns may be new to the work, offer professional guidance and mentorship to ensure their work aligns with organizational expectations.
- x. Appoint an industry supervisor to consistently assess the student's performance.
- xi. Evaluate daily progress reports submitted by interns, examining their output and providing constructive suggestions. Conducting weekly supervision meetings for

monitoring the overall progress of the intern's work.

#### 4. General Instructions

- i. Students are required to review the portal and identify companies that aligns with their preferences. After selecting suitable companies, they shall fill out the application form and submit it to the faculty in charge. Separate applications shall be submitted for various industries/companies. The faculty in charge, upon verifying applications shall forward the applications to the Head of the Department (HOD). After further verification, the HOD submits it to the Principal for approval.
- ii. The college shall ensure that candidates correctly filled the fields such as Name, PRN, branch, phone, email, place, and the name of the applied company, etc. in their application form. The Principal of the respective polytechnic college will then consolidate applications and send to the respective companies. The company/organization may choose to conduct a separate test or interview for the final selection of interns. The ultimate selection will be entirely at the discretion of the company.
- iii. Change of company for the Internship will not be allowed to any candidate.
- iv. The duration of the Sixth Semester Internship spans four to six months.
- v. On completion of the internship, they must also successfully undergo an institute-level evaluation for the course on Entrepreneurship and Startup, the audit course Indian Constitution and two programme core courses.
- vi. Credits earned from the internship will be transferred from the elective subjects of the sixth semester in the respective program. Therefore, industry selection shall align with program requirements.

#### 5. ACTIVITIES/PHASES TO BE UNDERGONE BY THE INTERNS:

1. **Reporting:** Interns are required to report to the internship provider on the first day as per the scheduled timeline.
2. **Orientation:** Interns shall actively engage in learning about the organization, including its structure, product range, market performance, and working philosophy.
3. **Project Work:** Interns will be assigned specific projects by the internship provider.
4. **Documentation:** Maintain a daily logbook recording all activities, and obtain the

signature of the relevant internship supervisor. The student shall forward this report in a weekly basis to the faculty concerned in the parent institution and the faculty after evaluation of this shall give feedback also.

5. **Attendance:** Interns are expected to maintain an 85% attendance during the internship program. In case of unavoidable circumstances, leave can be availed with prior permission from the internship supervisor. However, the maximum leave permitted shall adhere to the company norms, with details of sanctioned leave reported to the college faculty in charge.
6. **Adherence to Rules:** Interns must comply with all the rules and regulations stipulated by the internship provider.
7. **Safety Protocols:** Strict adherence to safety regulations of the internship provider is mandatory and must also implement personal safety measures.
8. **Completion Procedures:** Upon completing the internship, interns must report to the college and submit the internship certificate, including the duration of the internship, evaluation by the internship provider, Student's Diary, and reports on the assigned projects to the designated faculty in charge.

## 6. THE COURSE CATEGORY

### **Option 1: Normal Pathway**

- The student can continue the syllabus as it is in Revision - 21
- The student who does not choose SIXTH SEMESTER INTERNSHIP will continue in regular Rev 21 scheme and attend all examinations as per SBTE schedule.

### **Option 2: Internship pathway**

- The student can opt for SIXTH SEMESTER INTERNSHIP by working as an intern in an empaneled company for 4 to 6 months.
- The student shall successfully undergo an institute-level evaluation for the course on Entrepreneurship and Startup, the audit course Indian Constitution and two programme core courses as per the Rev 21 syllabus of their respective discipline.

## 7. DURATION

The duration of the Sixth Semester Internship spans four to six months. Students choosing this internship option can commence industrial internship immediately after completing the fifth-semester examinations. On completion of the internship, they must

also successfully undergo an institute-level evaluation for the course on Entrepreneurship and Startup, the audit course Indian Constitution and two programme core courses.

Students opting for the Sixth Semester Internship will be deemed to have earned 10 activity points. The total credits for the Sixth Semester Internship will be 13.5 (calculated as the total credits of Semester 6, which is 21.5, minus the credits of two core papers, and credit of Entrepreneurship and Startup ie,  $(21.5 - (4 + 2.5 + 1.5) = 13.5)$ ).

The following courses will be treated as equivalent to Sixth Semester Internship with credit of 13.5.

1. Program Elective course-Theory of credit 4
  2. Open Elective course-Theory of credit 4.
  3. Program Elective course-Practical of credit 1.5.
  4. Major Project with credit of 4
- The student who opts for sixth semester Internship will be exempted from SBTE evaluation for these four subjects.
  - There is an option to cancel the Sixth Semester Internship program (internship pathway) and return to the normal pathway within two weeks after the commencement of the sixth semester, with the loss of attendance for that period. However, no facility will be provided to switch pathways after the initial two weeks of the commencement of the sixth semester.
  - The students who have not successfully completed the internship and its evaluation will not be permitted to redo the same or to go for another internship. Such students will have to take readmission to semester 6 as and when it is offered in the institution.

## **8. ELIGIBILITY**

- i. The student must not be under suspension status at the time of applying for an internship.
- ii. The company/organization shall fix the criteria for selection of candidates.

## **9. ASSESSMENT**

The internship will undergo a comprehensive assessment for a total of 500 marks, utilizing both formative and summative assessment tools. Formative assessment will contribute 250 marks, while summative assessment will account for the remaining 250 marks.

### The Formative Assessment- (Continuous Assessment- CA)

The Formative Assessment is conducted for 250 marks throughout the internship in three developmental phases as CA-I, CA II and CA-III. The student shall maintain a daily logbook recording all activities, and obtain the signature of the relevant internship supervisor. The student shall forward this report in a weekly basis to the faculty concerned in the parent institution and the faculty after evaluation of this shall give a feedback also. Students shall complete CA-I before taking CA-II and complete CA-II before taking CA-III, otherwise will not be eligible to appear for End of Semester Examination.

Continuous Assessment- CA - I		
SlNo	Assessmentparameter	Marks
1	Submitareporttotheinternshipsupervisorandcopytothefaculty in chargefocusingon: <ul style="list-style-type: none"><li>● Overviewoftheorganization</li><li>● Vision andmissionoftheorganization</li><li>● Organizationstructure</li><li>● RolesandResponsibilitiesofpersonnelintheorganization</li></ul> Productsandmarketperformance	30
2	Giveapresentationontheabove	20
	<b>Total</b>	<b>50</b>

**Note:** CA-1 shall be assessed by the Faculty in charge in connection with Industrial Internship Supervisor for 50 marks using appropriate Rubrics.

After continuous evaluation of first phase (CA1). The interns will be subjected to continuous evaluation in two phases, with equal marks of 100 in both phases. The award of mark in each phase will be based on the following.

Sl.No	Learning Parameter	Assessment
1	Attendance and punctuality	15
2	Engineering skills	25
3	Application of knowledge &Problem solving skills	25
4	Professionalism/Professional ethics	10
5	Safety and environmental consciousness	5
6	Communication skills	10
7	Supervisory/Leadership skills	10
Total		100

**Note:** CA-II and CA-III shall be assessed jointly by the Industrial Internship Supervisor and the faculty in charge using companies' assessment Tools/Rubrics.

The faculty in charge of internship programme of the college is required to regularly keep in touch with industry supervisor for monitoring the performance of the interns.

<b>Continuous Assessment- CA – II &amp; CA - III</b>		
<b>SINo</b>	<b>Assessmentparameter</b>	<b>Marks</b>
1	<b>Presentation shall include:</b> <ol style="list-style-type: none"> <li>1. Overview of the organization, vision, mission, structure, roles and responsibilities of personnel's, products, market Performance etc - (30 marks)</li> <li>2. The role performed in the organization during internship and Intern's ability to apply the skill and technical knowledge – (30 marks)</li> <li>3. The demonstration of work done by intern during internship (40 marks)</li> </ol>	100
2	Evaluation of comprehensive Internship Report with special focus on organization profile and contribution made to the organization	150
	<b>Total</b>	<b>250</b>

**Note:** Faculty in charge and External subject expert shall assess the intern separately using an appropriate rubrics and average marks to be tabulated.

Appendix 1

Format for Student’s Daily Log Book

Day-1	Date:
Time of Arrival	Time of Departure
Dept/Division	Nature of work
Name of the Supervisor With designation and email ID	
Remarks of the Internship supervisor:	
Record Main actives of the day (including observation, sketches, discussions, etc)	
Signature of Industry Supervisor	

**Note:** Prepare an A4 size hard bound Intern work book using this format with college and student details

## Appendix 2

### Internship Report template

The student, after the completion of internship shall submit a comprehensive Internship report, The contents of the report shall be arranged in the following order:

1. Cover Page
2. Inside Title Page
3. Internship Certificate issued by the organization
4. Acknowledgements
5. Executive Summary
6. Table of Contents
7. List of Figures
8. List of Tables
9. Abbreviations/ Notations/ Nomenclature
10. Text of the Report
  - **Chapter 1:** Company Profile
  - **Chapter 2:** Describe in as much detail as possible intern's role and responsibilities while on internship. List duties, project completed, etc. Describe How interns' technical knowledge can be applied at the site of the internship and how they can create value to the organization through internship
  - **Chapter 3:** Demonstration of the work done as intern.
11. Student Profile/Resume
12. Photo Gallery
13. Appendices



## Appendix 3

### CERTIFICATE

**There will be no distinction in the TC, or Conduct Certificate of both pathway students.**

There will be no distinction in the Diploma Certificates issued by the State Board of Technical Education (SBTE) for students who complete the SIXTH SEMESTER INTERNSHIP and those following the regular pathway. Both certificates will remain unchanged. Additionally, the mark sheet will allocate equal credits for students in both normal and internship pathways.

## ANNEXURE 2

### Details of company information to be furnished to portal of SITTTTR

Legal Name of company	
Address	
District	
State	
Contact information Name Phone Email	
Website	
Type of business (product/process/service)	
Type of company : public/private/...	
Year in which established	
No of students that can be admitted as intern	
Branches of students that can be admitted as intern	
Amount of stipend offered	
Additional facilities to offer	
Brief description of company (attach pdf/doc....) file	

### ANNEXURE 3

#### APPLICATION FOR INTERNSHIP (Complete and submit to the faculty in charge)

1. Name of Company/Industry which candidate seek Internship :
2. Name of Polytechnic College :
3. Name of Diploma Program :
4. Name of Candidate (In BLOCK letters) :
5. Communication Address :
6. City :
7. District :
8. E-mail Address :
9. Mobile :
10. PRN :
11. Gender : ☐ Male ☐ Female ☐ Transgender
12. Name of Parent :
13. Phone/Mobile of Parent :
14. Semester I : SGPA: Back Papers:
15. Semester II : SGPA: Back Papers:
16. Semester III : SGPA: Back Papers:
17. Semester IV : SGPA: Back Papers:
18. Project Work/Seminar/Paper Presentation done :
19. Area of Interest :

20. Extra-curricular/Co-curricular activities :  
done

21. Willing to work anywhere in Kerala :

22. Willing to work anywhere in India :

23. Languages known :

24. Remarks :

I here by declare that, I have carefully read various instructions regarding the internship and I agree to abide by them. I also declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief and that in the event of any information being found false or incorrect or ineligibility being detected before or after the internship, action can be taken against me.

Place: Signature of the Parent

Signature of the Candidate

Date:

Name & Signature of Faculty In-charge

Name & Signature of HoD

Verified and countersigned by Head of the Institution