

**INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINES) DHANBAD**
OFFICE OF THE DEAN (ACADEMIC)**INTIMATION ABOUT THE INDUSTRIAL INTERNSHIP**

Academic Session			Semester	Monsoon		Winter		Summer	
1.	Name of Student								
2.	Admission No.			Department					
3.	Program			Branch (if any)					
4.	Semester			Institute Email ID					
5.	Registration Status the Scholar	Full Time		Part Time		External			
6.	Contact Number			Current CGPA					
7.	Academic Status (if applicable)	Warning			Academic Probation				
8.	Backlog, if any	Fail Backlog Count			Fresh Backlog Count				
9.	Research Proposal Seminar Delivered Satisfactorily					Yes		No	
10.	Name of the Supervisor								
11.	Internship Offer Received	Through CDC				Self			
12.	Details of Industrial Internship:								
		Name and address of the Industry where Internship will be pursued:							
		Within Country				Abroad			
		Period of Internship							
		From	DD/MM/YYYY			To	DD/MM/YYYY		

Undertaking: I hereby assure that on pursuing the above cited industrial internship, I will not make any claim for PG degree without completing all the courses and research work as per the delivered Research Proposal Seminar. I will also not claim for the assistantship during the entire period of Industrial Internship. On continuation of my internship beyond the summer semester, I agreed to extend my stay beyond the specified duration but not more than maximum specified duration to complete the PG program. I will also not make any claim for the financial assistance, if any, from the institute during the extended duration.

Date: _____

Signature of Student: _____

Documents to be attached:

1. Copy of Offer letter
2. Copy of Passport (in case of going to abroad)

Endorsed by the Chairman, CDC (if offer is given through CDC): Date: _____ Signature: _____	Forwarded by Dean, IRAA (<i>In case of pursuing internship abroad</i>): Date: _____ Signature: _____
Forwarded by the Supervisor: Date: _____ Signature: _____	Forwarded by Convener, DPGC: Date: _____ Signature: _____

Note:

1. **No financial assistance will be provided during the period of Industrial Internship.**
2. **If the internship period extends beyond the summer semester, then it will be mandatory to take a semester leave of that particular semester and that semester will be treated as an idle semester.** The registration of that semester by paying the applicable fees prescribed for idle semester will be mandatory failing which s/he will be considered as an unregistered student which may result in the termination of the academic program automatically.
3. **Student will be allowed to avail only one semester leave for pursuing the Industrial Internship.** After completion of one semester no further extension will be given and student will not be allowed to join the Institute after commencement of the classes whatever the reason may be.
4. **The student will be entitled to leave the institute and join the industry for internship only after issuance of the Office Memorandum from the Academic Section.**
5. On return, the student must report to the concerned Supervisor and Convener, DPGC, with a copy to Academic Office.
6. As per provision, no financial assistance is given if the duration for completion of the academic program is extended, whatever the reason may be.

Checked & verified by Assistant Registrar (PG): Date: _____ (Signature) Remarks, if any: _____ 	Approved by Associate Dean (PG) / Dean (Academic): <div style="display: flex; justify-content: space-around;"> APPROVED <input checked="" type="checkbox"/> NOT APPROVED <input checked="" type="checkbox"/> </div> Date: _____ (Signature)
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