



PLACEMENT CELL – FORM C

INTERNSHIP APPROVAL CUM AGREEMENT

ELIGIBILITY:

B.Tech/ M.Tech students interested in long-term internship (6 months/12 months) should not have any credited course works during the internship. Students who do not have any course work are eligible to take up long term internships subject to permission from their departments. However, M.Tech students with only self-study courses in their 3rd or 4th semester are eligible for long term internship with prior consent from their Head of the department.

GUIDELINES:

Students pursuing their B.Tech/ M.Tech program and applying for long term internships (6 months/12 months) that could lead to a Project/Thesis should ensure that the proposed work is agree to by both supervisor from the host laboratory and IIST. The host laboratory could be a company or a R&D lab from now on referred to as Host Laboratory. The Thesis / Project shall have IIST supervisor and HL supervisor, from now on referred as Joint Supervisors.

1. The student shall have a Supervisor from IIST in addition to the supervisor from the Host Laboratory. The topic suggested by the company shall be discussed with the Supervisor from IIST and also the same shall be ratified by the concerned department at IIST prior to commencement of the work.
2. The supervisor from Host Laboratory and IIST must have periodical reviews to assess the progress of work. The number of such periodical reviews shall be clearly spelt out during 6 months / 12 months duration. The same shall be in line with the academic requirements of B.Tech/M.Tech program.
3. The B.Tech/M.Tech joint internship with joint supervisors shall sign an appropriate Non-discloser agreement with supervisors from IIST and Host Laboratory. The extend of information that can be fully / partly publishable shall be clearly indicated. A copy of the same shall be forwarded to the Placement cell. The future use of the internship information shall be with written consent of both parties. Generally, the consent of such information are not with held.



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Internship Approval Form

1. Name of the student: _____
2. College ID: _____
3. Email ID: _____
4. Mobile No: _____
5. Department & Course of Study: _____
6. Nature of Internship clause : (a) Long term internship___(b)Industry-partnered research internship___

7. Company Details:

Name of the Company	Website	Name of the Contact Person	Contact Details of the Person	Location

8. Internship/Project Details:

Title	Duration*	Allowance	Project Guide	
			External	Internal

*The duration for the Internship is usually two months, two month in summer,(May-June)/One month in winter (Nov-Dec).

A Brief of the Project: *(Use additional sheet if required)*



9. Assistantship:

(Kindly strike off the Declaration, which doesn't fit the criterion)

- a. I, _____, am receiving a basic living allowance, amounting to Rs, _____ per month from the Company.

Enclosure Document Details:

- a. Copy of the Internship Offer Letter from the Company.

10. Declaration:

I, _____, hereby declare that, all the details furnished above are true to the best of my knowledge and belief.

Signature:

Name:

Date:

Internal Project Guide

HOD, IIST.

Placement Officer, IIST

Dean Academics, IIST

Registrar, IIST

Copied to:

1. Department Office,
2. Deputy Registrar, Academic Section.
3. Deputy Registrar, Finance Section.