

## **Rules for Internship Programme**

1. The tenure of the internship should not be below three weeks and not exceeding eight weeks. The internship can only be offered during winter and summer vacation of IIT Bhubaneswar.
2. The student registered for a degree in an government funded technical institution and the students referred by various National Academies, desirous to carry out Internship or wants to avail laboratory/other academic facilities/short-term training at IIT Bhubaneswar for a period not below three weeks and not exceeding eight weeks and not leading to any Degree from the Institute, shall apply through e- application form available at IIT Bhubaneswar website.
3. A hard copy of the application form along with the requisite documents signed by the student should be submitted at the time of joining in the respective Schools of the institute to the address given in the application.
4. The applications received would be forwarded to the concerned Head of the School select the candidates.
5. Each School may select one intern per faculty member in their School through a committee consisting of Head of the School and at least two faculty members. The selected list along with the names of the corresponding faculty supervisor should be sent to the Dean, Academic Affairs for approval.
6. The students selected for internship will be provided hostel accommodation, if available, on payment of appropriate fees. The application should reach the Dean of Student Affairs through faculty supervisor for internship and the Head of the School for permission. However, the costs towards food and access to other amenities have to be paid by the student.
7. The visiting students shall be governed by the Institute rules and regulations during their stay in the Institute. The student will be issued a temporary identity card by the Academic Section and will be allowed to use the library and other academic facilities of the Institute.
8. On completion of the assigned work, the student has to submit a report on the work carried out during internship which has to be certified by the Faculty Supervisor and Head of the School to the effect that he/she has completed his/her assigned work satisfactorily. On receipt of the same, the concerned faculty supervisor for internship will issue a "Training Completion Certificate" to the concerned student. No grades will be awarded by the IIT Bhubaneswar for the work carried out under this ambit.

BOM ,