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**JANTA VIDYA MANDIR GANPAT RAI RASIWASIA COLLEGE**  
(Affiliated to CBLU, Bhiwani)  
(NAAC Accredited B Grade with CGPA 2.78)  
Ram Krishan Gupta Marg, CHARKHI DADRI, (Haryana)

Ref. No. JVM/2025/.....

Dated: 18-Sep-25

**STUDENTS INTERNSHIP INFORMATION –JVMGRR College**

All the students of UG (B.A./B.SC./B.Com.) first year ( 1<sup>st</sup> Sem) and second year(3<sup>rd</sup> Sem) of JVMGRR College are hereby informed that as per the NEP-2020, internships are compulsory for undergraduate programs. The students must contact their teacher-in-charges/ internship supervisor for more details. The other required details are provided below:

**1. Overview and Purpose**

As per the National Education Policy (NEP-2020), internships are a mandatory component of undergraduate programs under Chaudhary Bansi Lal University (CBLU). These internships aim to enhance employability, build research aptitude, and ensure experiential learning.

**2. Student Responsibilities and Duties**

Students are expected to:

- Identify or apply to internship organizations from the approved list or external sources.
- Submit an internship application in the prescribed format (Appendix-II).
- Seek consent from Internship Mentor using Appendix-III.
- Receive recommendation letter from Institute (Appendix-V).
- Complete the internship for a duration of 4–6 weeks (120 hours).
- Submit an Internship Report (Appendix-VI) and Completion Certificate (Appendix-IV).
- Attend a viva-voice for evaluation.

**3. Suggested Timeline**

Phase	Activity	Timeframe
Pre-Internship	Application & Approval Process	Start of Even Semester
Internship	Internship Duration	4–6 Weeks (Summer after Sem 2 or 4)
Post-Internship	Report Submission & Evaluation	Within 15 Days after Completion

**4. Evaluation Criteria**

- Total Marks: 100 (Minimum Passing: 40%)

- Internship Mentor (50 marks): Attendance, learning, objectives met.
- Internship Supervisor (50 marks): Report quality, presentation, viva-voce.

#### 5. Important Forms (Appendices)

- Appendix-II: Internship Application Form
- Appendix-III: Internship Mentor Consent
- Appendix-IV: Internship Completion Certificate
- Appendix-V: Recommendation Letter from Institute
- Appendix-VI: Internship Report Format
- Appendix-VII: Evaluation Record Format

Principal

*Jan 3*  
*18.09.25*

Co-ordinator, Internship cell

*Slo*  
*18.09.2025*