



क्रमांक : 3591 / अका. / 2024

रायपुर, दिनांक : 21/06/2024

## ॥ अधिसूचना ॥

विश्वविद्यालय की विद्यापरिषद की बैठक दिनांक 11.06.2024 के निर्णय क्रमांक 07 में "Guidelines for Internship for the Students of Pt. Ravishankar Shukla University, Raipur" का अनुशंसा किया गया। अनुशंसा का अनुमोदन कार्यपरिषद की बैठक दिनांक 12.06.2024 के पूरक विषय सूची क्रमांक-01 में अनुमोदित किया गया है जो कि निम्नांकित है:-

### Guidelines for Internship for the Students of Pt. Ravishankar Shukla University, Raipur

(E.C. under 12-06-2024)

#### 1.0 Objective:

In line with the provisions of 'National Education Policy-2020', the objective of this internship policy is to provide guidelines and procedures for students of the Teaching Departments of Pt. Ravishankar Shukla University (PRSU), Raipur, to participate in the internship to ensure valuable experiential learning opportunities aligned with their academic pursuits. This Internship Policy aims to facilitate meaningful learning experiences enabling the students to integrate theory with practice, develop professional skills, innovation and entrepreneurship and enhance their employability in the global workplace along with shaping them into responsible and compassionate citizens invested in positive social change. All the stakeholders are expected to adhere to the provisions outlined in this policy to ensure the successful implementation of 'Internship Programs'.

#### 2.0 Eligibility:

- 2.1 The student must be enrolled in a full-time PG program or 04/05 year integrated program or B.Voc. program at any of the Teaching Departments of PRSU.
- 2.2 Internship opportunities are generally available during even semesters (2<sup>nd</sup>, 4<sup>th</sup>, 6<sup>th</sup>, 8<sup>th</sup> and 10<sup>th</sup> semesters) of the program. However, exceptions and variations can be made depending on the specific program and internship placement options.
- 2.3 Eligibility criteria, specific to each internship opportunity, will be communicated by the respective department or faculty.

### **3.0 Types of Internships:**

- 3.1 Academic Internships:** Internships directly related to the student's academic discipline, providing practical experience and complementing theoretical knowledge.
- 3.2 Industry Internships:** Internships in industries or other organizations relevant to the student's field of study, aimed at enhancing professional skills and industry exposure.
- 3.3 Research Internships:** Internships focusing on research projects or collaborations with academic institutions, research organizations, or industry partners under industry-academia tie-ups.
- 3.4 Social Sector Internship:** Internships in the social sector will provide students an experiential learning opportunity to understand and familiarize themselves with societal issues, and plan activities for the target groups and issues through direct engagement.

### **4.0 Internship Duration and Academic Credit:**

- 4.1** The duration of internships shall not be less than 60 Hours. The credit hours may further be extended by the University as per the requirements of the program.
- 4.2** The specific duration for each internship opportunity will be communicated to the students by the respective department or faculty.
- 4.3** Students can earn a minimum of two (2) Credits by completing a 60-hour internship.

### **5.0 Internship Facilitation:**

- 5.1** Preferably, the University shall facilitate internship placements in collaboration with industry partners, research institutes and other relevant stakeholders.
- 5.2** Students shall also be encouraged to proactively seek internship opportunities, that align with their academic interests. However, to ensure a valid and valuable experience, these opportunities must be approved by the competent departmental authority or faculty.
- 5.3** The department will provide support and guidance to students in securing internship placements, including assistance with resume preparation, interview skills, and networking.
- 5.4** The respective department will design internship modules tailored to its specific discipline such as laboratory management, chemical handling, instrument upkeep, hands-on training on specific instrument techniques, digital humanities, survey design, data collection methods, etc.
- 5.5** To promote student preparedness and effective scheduling, each department at the University will design and display a detailed 60-hour (day-wise) timetable for the offered Internship program.



5.6 The University acknowledges the potential value of inter-departmental collaboration in fostering a dynamic and innovative learning environment. Intra-departmental and Inter-departmental internship opportunities shall also be available on the request of the student, subject to justification and approval by the relevant departmental authorities.

**6.0 Evaluation and Assessment:**

6.1 The assessment strategy will include both internal and external components to provide a comprehensive evaluation of student learning and professional development by internship. The criteria of evaluation will be established by the department or faculty for awarding marks/grades.

6.2 Assessment components shall include a project log to record daily activities, submission of internship reports, presentations, evaluations by the supervisor and reflective self-assessment by the student.

6.3 The department shall nominate a faculty as mentor/supervisor for every intern to oversee and evaluate his/her progress.

6.4 Throughout the internship period, continuous internal assessment will be conducted by the mentor/supervisor of the department through project logs and reports. The mentor/supervisor will provide ongoing feedback and guidance to the student.

The external assessment will be conducted by the mentor/supervisor at the host institute (organization, industry, etc) and will include an assessment of the intern for technical skills, knowledge acquired, work ethic, communication, teamwork, problem-solving and critical thinking, etc.

6.5 After completion of the Internship, the student must submit a final project report to the parent department and make a presentation summarizing their experience and project outcomes for assessment and assignment of marks/grades/credits.

**7.0 Code of Conduct:**

7.1 All interns must adhere to the code of conduct and ethical guidelines of the university / host organization.

7.2 Any misconduct or violation of rules during the internship may result in disciplinary action as per the university policies.

**8.0 Insurance and Liability:**

8.1 All the Interns need to ensure that they have appropriate insurance coverage, including health insurance and liability insurance, if required by the host organization.

8.2 The university will not be liable for any accidents, injuries, or damages that occurred during the internship period.





## 9.0 Confidentiality and Intellectual Property:

9.1 Students must respect confidentiality agreements and the intellectual property of the host organization. Students are obligated to refrain from disclosing confidential information to unauthorized individuals/entities or unauthorized use of intellectual property.

9.2 The ownership and dissemination rights associated with research or creative outputs generated during the internship will be governed by the relevant regulations and agreements established by the host organization. Students must comply with these protocols to ensure proper attribution and adherence to intellectual property ownership.

## 10.0 Fees

10.1 The fee structure and other applicable charges will be determined by the relevant department or the host organization as per the requirements of the Internship Program.

आदेशानुसार,

*Sachin*  
21/6/24

कुलसचिव

पृ. क्रमांक : 3592 / अका. / 2024

रायपुर, दिनांक : 21 / 06 / 2024

प्रतिलिपि :-

01. माननीय राज्यपाल एवं कुलाधिपति महोदय के अवर सचिव, छत्तीसगढ़ राजभवन, रायपुर
02. सचिव, छत्तीसगढ़ शासन, उच्च शिक्षा विभाग, मंत्रालय, महानदी भवन, अटल नगर, नवा रायपुर
03. सचिव, छत्तीसगढ़ शासन, वित्त विभाग, मंत्रालय, महानदी भवन, अटल नगर, नवा रायपुर
04. आयुक्त, उच्च शिक्षा, ब्लॉक-सी-3, द्वितीय एवं तृतीय तल, इन्द्रावती भवन, अटल नगर, नवा रायपुर
05. अध्यक्ष, समस्त अध्ययनशाला/प्राचार्य, संबद्ध समस्त महाविद्यालय,
06. समस्त विभागीय अधिकारी,
07. कुलपति के सचिव/कुलसचिव के निजी सहायक,

पं. रविशंकर शुक्ल विश्वविद्यालय, रायपुर को सूचनार्थ एवं आवश्यक कार्यवाही हेतु अग्रेषित।

*H*  
उप-कुलसचिव (अका.)