



## **Semester Long Internship Policy: KJSCE 2018 Syllabus scheme (AY 2022-23)**

### **Purpose:**

This policy lays down the procedures for assisting and enabling the students of KJSCE 2018 syllabus scheme to get a semester long internship at the end of semester VII of LY B.Tech. in the academic year 2022-23. The policy also highlights the Standard operating procedures to be followed by students of LY B.Tech programs interested to avail this facility.

### **Scope:**

Procedures laid down in this document are applicable to all the eligible and interested students of LY B.Tech under KJSCE 2018 scheme.

### **Guidelines**

1. Interested students have to submit the Application Form (as per the prescribed format) to Internship Cell (Mr. Sandeep Parmar) on or before **16th October 2022**.
2. Internship under following two categories are considered for semester long internships scheme
  - a. Case 1: Where a student is offered an internship through the college internship cell .
  - b. Case 2: Where students can avail the internship with his/ her efforts in an industry / startup or research institute.
3. In case of an internship offered through the college selection process, ( Case 1) the student is eligible for only one offer and cannot appear for further process once selected.
4. Only one application will be accepted from one student (in either Case 1 or 2) in the prescribed format available with the Internship cell.
5. The applications will be scrutinized by the internship approval committee at college / department level for its merit. The decision of the committee will be final and further grievances will not be entertained.
6. The duration of internship will be immediately commenced after completion of semester VII examinations. It will end on the last instructional date of semester VIII (as per the academic calendar). The duration of the internship should not be less than 14 weeks or worth equivalent work during the same period.
7. Students can join an internship only after getting an approval from the internship-committee . An undertaking prescribed by the college signed on bond paper by the student and parent needs to be submitted .
8. The college will assign a mentor for each student who will monitor the students' progress throughout the duration of the internship. The students are expected to be in contact with the mentor on a regular basis.
9. The company/start-up/institute, which is going to offer the internship, needs to provide an prescribed-undertaking with college.



10. In case of any expenses towards internship within or outside Mumbai due to traveling, stay etc. should be borne by the student undertaking the internship.
11. In case any student attempts to join an internship bypassing college procedure, it will not be considered for credit completion of semester VIII and hence for award of the B.Tech degree.

### **Eligibility:**

1. Students who have completed semester VI can apply for the scheme.
2. Students who do not have any live KT while applying for the internship.
3. Students who have paid full fees for the academic year (including sem VII and VIII)
4. Maximum 25 students from each department (Inclusive of Case 1 and 2) will be permitted under the scheme. The final list will be declared by the internship approval committee after scrutiny of available applications based on the merit of application.
5. The bifurcation / distribution of students will be 20 students from case 1 and 5 from case 2 in General and can be changed as per departmental need.

### **Academic Requirements:**

1. The student enrolled for the scheme must complete the same number of credits requirement of Semester VIII as per prescribed syllabus.
2. The student needs to complete **Two** SWAYAM NPTEL courses equivalent to the KJSCE 2018 elective list or any additional course approved by the respective department. Each course must be of minimum 3 credits.
3. The SWAYAM-NPTEL course completed during the academic year 2022-23 will be considered for award of credits. .
4. Completion of SWAYAM-NPTEL course includes regular assignments and final proctored examination conducted by the authorities. The registration fees for NPTEL courses must be paid by students. The credits of NPTEL courses completed by students will be credited in semester VIII results only after submission of final certificate to the Examination incharge in stipulated time. In case of failure in an NPTEL course, students can take up the same or another approved course in next semester OR select a course from KJSCE elective list and appear for ESE in the next available attempt as per rules of repeat examinations. The grades obtained through SWAYAM -NPTEL courses will NOT be considered for CGPA calculation or to award any kind of merit Prize.
5. Students undergoing semester-long internships need not attend any regular classes or ISE / IA evaluations throughout the semester related to theory/ practical courses as per syllabus.
6. However, students will be evaluated based on interim internships progress evaluation(s) and final presentation related to the internship for a total 200 marks. The credits of internship (Total 7 credits) will be awarded only after In-Semester presentation / final presentation / viva, submission of final report and internship certificate to the department in stipulated time .



7. The students under semester long internship scheme, need to submit only Project I in Semester VII and will not continue to Project II of semester VIII. However students need to take permission from project mentors while applying for the internship.
8. In case of any unforeseen reason/s if student decide to discontinue the internship and /or the internship is discontinued by the Internship offering organization, student may be permitted to join the on-going academic programme in the college as a normal student and shall thereafter attend all lectures, practical,project, appear for tests, etc. However this option would be valid only if permission from the principal and HoD is taken before the In semester evaluation Test (ISE) declared as per academic calendar. However the portion of syllabus covered till that date will not be repeated, students need to prepare this portion on their own.
9. In the above case,if reported after the term test, students may not be allowed to join the semester. In such cases, students shall not claim any refund of fees from college. However, college may permit him/ her to appear for re-examination subject to completion of all the activities necessary for term grant.
10. The mark sheets of VIII results of students undergoing semester long internship will be in different formats as compared to other students.
11. The students undergoing the semester-long internship will not be eligible for any prizes/ awards for highest ranking or any other equivalent appreciation valid for the students of that particular batch

**College authorities reserve the right to change / update the policy on a time to time basis.**

In-charge, Internship Cell

Principal, KJSCE