



# Visvesvaraya Technological University

“Jnana Sangama”, Belagavi - 590 018

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REGISTRAR

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Ref No. VTU/Aca/ A12/2018-19/ 508

Date: 21 APR 2018

## Circular

**Sub: B.E. /B.Tech Internship Guidelines for 2015-16 Scheme – reg**  
**Ref: Hon'ble Vice Chancellor's Approval, dtd: 19.04.2018**

With reference to the above subject, this is to inform that the following are the guidelines to be followed for the Internship Programme:

- 1) The Internship shall be completed during the period specified in the Scheme of Teaching and Examination.
- 2) The internship can be carried out in any industry/R and D Organization/Research Institute/ Educational institute of repute.
- 3) (a) The Department/college shall nominate staff member/s to facilitate, guide and supervise students under internship. (b) The Internal Guide has to visit place of internship at least once during the student's internship.
- 4) The students shall report the progress of the internship to the guide in regular intervals and seek his/her advice.
- 5) After the completion of Internship, students shall submit a report with completion and attendance certificates to the Head of the Department with the approval of both internal and external guides.
- 6) There will be 50 marks for CIE (Seminar: 25, Internship report: 25) and 50 marks for Viva – Voce conducted during SEE. The minimum requirement of CIE marks shall be 50% of the maximum marks.
- 7) The internal guide shall award the marks for seminar and internship report after evaluation. He/she will also be the internal examiner for Viva – Voce conducted during SEE.
- 8) The external guide from the industry shall be an examiner for the viva voce on Internship. Viva-Voce on internship shall be conducted at the college and the date of Viva-Voce shall be fixed in consultation with the external Guide. The Examiners shall jointly award the Viva - Voce marks.
- 9) In case the external Guide expresses his inability to conduct viva voce, the Chief Superintendent of the institution shall appoint a senior faculty of the Department to conduct viva-voce along with the internal guide. The same shall be informed in writing to the concerned Chairperson, Board of Examiners (BOE).
- 10) The students are permitted to carry out the internship anywhere in India or abroad. The University will not provide any kind of financial assistance to any student for carrying out the Internship.

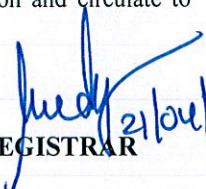
The Principals are requested to note the same and bring the contents of this notification to the all concerned.

Sd/-  
REGISTRAR

To,  
The Principals of All Engineering Colleges (Affiliated / Constituent) under VTU, Belagavi  
Copy to:

1. Hon'ble Vice-Chancellor through the Secretary to VC, VTU, Belagavi for kind information
2. The Registrar (Eval.), VTU, Belagavi for kind information & necessary action.
3. The In-Charge Regional Directors of all the Regional Offices of VTU for information and circulate to colleges among your respective region.
4. The Special Officers of Academic Section, VTU, Belagavi
5. The Secretary to Registrar, VTU, Belagavi
6. The Computer Network Centre, VTU, Belagavi to upload on VTU website

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21/04/18