**SUMMER / SEMESTER INTERNSHIP**

(Please fill the form for hosting Interns for Summer / Semester)

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| --- | --- | --- |
| Name of the Faculty | : |  |
| Department | : |  |
| Email id | : |  |
| Maximum no. of Scholar/Students that may be hosted in Summer (Max. 2) | : |  |
| Amount of Monthly Fellowship to the intern that shall be paid (Max- ₹5000) | : |  |
| If Fellowship is to be paid, please provide the Project name | : |  |
| Subject area of Internship | : |  |
| Any other Information | : |  |

(Signature of Faculty)

with name and date

(Signature of HoD)

With name and date

1. Fellowship Provision: A fellowship of a maximum of Rs. 5000/- per month may be provided to the intern(s) from the project of the supervisor, subject to availability of funds and purely at the discretion of the supervisor. The AR (Academics) will decide on funded and non-funded seats after consultation with departments and prospective supervisors. Faculties interested in hosting summer interns can submit their requirements to the AR (Academics) at the institute level.
2. A faculty member will shortlist the candidate(s) as per his availability in terms of time, workload etc. with the following guidelines: Shortlisting of the candidate(s) will be done by a committee consisting of at least three faculty members, which will be constituted by the concerned faculty member with whom the application was received. A faculty member will not have more than two candidates in one summer/semester. He should not avail more than seven/fifteen days’ vacation during summer/semester internship respectively.
3. The faculty member will hand over a list of selected candidate(s) along with relevant details to the Assistant Registrar (Academics) for issuance of letter to the candidate(s).
4. A student will be provided a conducive environment to work by extending him/her the infrastructural facilities, e.g., library, computing machine, Internet, online access of journal/conference proceeding available at ABV-IIITM Gwalior. It bears a cost which is as follows:

|  |  |  |  |
| --- | --- | --- | --- |
| S. No. | Expenditure Head | Summer (2 Months) | Semester (5 Months) |
| 1 | Infrastructural facilities | Rs.2,000/- | Rs.5,000/- |
| 2 | Hostel facility *(optional - if required)* | Rs.4,000/- | Rs.10,000/- |
| 3 | Mess charges *(optional - if required)* | Rs.7,500/- | Rs.17,000/- |