
Internship Policy of the Kumar Bhaskar Varma Sanskrit and Ancient Studies University, Nalbari, Assam

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1. Introduction

This policy outlines the framework for the Undergraduate Internship Programme at Kumar Bhaskar Varma Sanskrit and Ancient Studies University, Nalbari, Assam, in accordance with UGC guidelines, the National Education Policy (NEP) 2020, the National Higher Education Qualifications Framework (NHEQF), and the Curriculum and Credit Framework for Undergraduate Programmes (CCFUP).

2. Objectives of the Internship

The primary objectives of this internship program are:

- To provide hands-on learning experiences in real-world settings.
- To enhance research and employability skills among undergraduate students.
- To foster problem-solving abilities and practical knowledge application.
- To develop professional ethics, teamwork, and adaptability skills.

3. Eligibility & Duration

- **Who Can Apply:** 5th-semester undergraduate students of Kumar Bhaskar Varma Sanskrit and Ancient Studies University.
- **Internship Period:** After the 4th-semester final examination.
- **Credit Allocation:** The internship will carry 4 credits, as per UGC guidelines.
- **Duration:** The internship must be between 60 to 120 hours.
- **Mode:** Internships can be undertaken in physical, digital, or hybrid modes.

4. Nature of Internship

Students can opt for internships in the following areas:

- **Research Projects:** Conducted in collaboration with HEIs, research labs, and R&D institutions.
- **Hands-on Training:** Participation in fieldwork, industry exposure, or government schemes.
- **Community Engagement:** Internships with NGOs, cultural organizations, and government bodies.
- **Academic & Administrative Internship:** In collaboration with HEIs, Govt Institutions, MSME and Training Agencies.

5. Internship Roles and Responsibilities

5.1 Role of Kumar Bhaskar Varma Sanskrit and Ancient Studies University

- Facilitate internships by collaborating with host organizations and signing MOUs.
- Design and maintain an Internship Portal for student registration and tracking.
- Ensure all students complete the mandatory internship credit requirement.
- Organize orientation sessions before internships and evaluation seminars after completion.

5.2 Role of Internship Providing Organization (IPO)

- Provide students with internship opportunities and mentoring.
- Ensure a safe and conducive learning environment.
- Issue internship completion certificates to students.

5.3 Role of Nodal Officer

- Coordinate between students, university, and host organizations.
- Maintain records of student internships and register students on the internship portal.
- Ensure students receive necessary support (accommodation, library access, etc.) during internships.

5.4 Role of Internship Supervisor (University Faculty)

- Monitor students' attendance, progress, and performance.
- Assess the internship project report and research output.
- Conduct seminar presentations or viva-voce for evaluation.

5.5 Role of Mentor (From the Host Organization)

- Provide guidance and professional supervision to students.
- Conduct periodic evaluations and issue completion reports.

6. Internship Registration and Selection

- Students must register on the university's **Internship Portal** before applying.
- They may apply independently or through the university's Nodal Officer.
- Host organizations will select interns based on eligibility criteria.
- Selected students must obtain approval from the Internship Supervisor before joining.

7. Internship Evaluation & Certification

The university will evaluate the internship based on the following criteria:

7.1 Viva-Voce Examination

- Conducted by a committee of one internal and one external examiner.
- Marks will be awarded based on originality, skill development, and presentation quality.
- Voice-Viva 20 Marks

7.2 Internship Completion Certification

- After successful completion, students will receive a certificate from the host organization.
- The university will issue a final internship completion certificate upon evaluation.

8. Miscellaneous Provisions

- If a student fails to secure an internship in physical mode, digital/group internships will be arranged.
- The university reserves the right to modify the internship structure based on industry trends and academic requirements.

- The internship program is compulsory, and students failing to complete it will not earn the designated 4 credits.
 - Internship outcomes will contribute to the final grading of the UG program.
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9. Additional Background & Guidelines on Internship Implementation

9.1 Internship/Research Internship Categories

Two categories of internships are identified:

9.1.1 Category I: Enhancing Employability

- To minimize the gap between knowledge from traditional learning and practical skills so that graduates attain the required attributes to join the workforce.

9.1.2 Category II: Developing Research Aptitude

- To provide exposure to actual research environments and develop skills in research tools and techniques, including policy frameworks, IPR, and legal and ethical issues.

9.2 Credit Allocation

Internship credits are allocated as follows:

- **Total Credits:** Four (4) credits with 100 marks, which may be split into parts (e.g., two segments of 2 credits each or 1+3 credits earned from the same or different IPOs).
 - Report 60 Marks
 - Presentation 20 Marks
 - Voice-Viva 20 Marks

9.3 Duration and Timing

Internships should preferably be completed during the “Summer Term” (3rd-5th Semester). However, they can also be spread across semesters without disrupting regular classes. In exceptional cases, internships can be carried out at the end of the 6th semester.

9.4 Internship Structure and Working Model

The HEIs will develop the necessary ecosystem to implement the internship program. Each institution will have a Nodal Officer responsible for coordinating the internship and facilitating collaborations with various organizations.

9.5 Suggested Sectors for Internship/Research Internship

Several sectors are identified for potential internships:

- Agriculture, Economy, IT, Healthcare, Sports, Tourism, Digitization, and more.

9.6 Evaluation and Credit Transfer

Internship evaluations and credit transfers will follow the guidelines outlined in the University Examination Regulations. Special attention will be given to internships conducted in rural areas, with certificates from local authorities such as Gram Panchayats or Agriculture Extension Officers.

9.7 Role of Internship Supervisors and Mentors

The internship supervisor, nominated by the IPO, will be responsible for overseeing the student's work, while a faculty mentor from the university will provide research or professional guidance.

9.8 Mode of Internship

Internships may be carried out either in physical mode, hybrid mode (theoretical components online and practical components physically), or completely virtual, depending on the nature of the internship and agreement between the IPO and the parent institution.

9.9 Internship Management Module

A digital portal will be created for the registration of experts, industries, and mentors, which will be integrated into the central platform, SAMARTH, for efficient management and tracking of internships.

9. Conclusion

This Internship Policy aims to enhance students' practical knowledge, employability, and research skills while maintaining strict adherence to UGC, NEP 2020, and CCFUP guidelines. Kumar Bhaskar Varma Sanskrit and Ancient Studies University will ensure effective implementation to maximize student learning and career readiness.
