



PRESTIGE INSTITUTE OF ENGINEERING & MANAGEMENT RESEARCH INDORE

PIEMR/INTPolicy/TNP/2020

Date: 21/05/2020

INTERNSHIP PROCEDURE AND POLICY

PIEMR is committed to facilitate all the students of Diploma, B.Tech, PGDM, M.Tech to provide Internship as per AICTE and RGPV guidelines as an important and mandatory part of their academic requirements and hence developed the policy of internship very much in sync with AICTE and RGPV.

INTERNSHIP DURATION AND ACADEMIC CREDENTIALS

The following framework is proposed to give academic credit for the internship undergone as part of the programme.

- A minimum of 14-20 credits of Internship / Entrepreneurial activities / Project work/ Seminar and Inter / Intra Institutional Training may be counted toward B. Tech./B.E. degree programme and 10-14 credits for three-year diploma programme.
- Here, 1 credit is equivalent to minimum 45 hours of work. Therefore, a full-time intern is expected to spend 45 hours per week on Internship, Training, Project work, Seminar activities etc. This will result in about minimum of 630 hours (i.e. 14 Credits) of total internship duration for B. Tech and minimum of 450 hours (10 Credits) for diploma.
- Internships may be full-time or part-time; they are full-time in the summer/winter vacation and part-time during the academic session. AICTE curriculum is flexible to adjust internship duration. Therefore, opportunities must be provided for experiences that cannot be anticipated when planning the course. The institutes have the flexibility to schedule internship, Project work, Seminar etc. according to the availability of the opportunities.



However, minimum requirement regarding Internship duration and credits is as follows:

Table 1: Credit Framework for Internship

S.No.	Suggested Schedule		Suggested Duration (In weeks)		Activities	Credits	
	Degree	Diploma	Degree	Diploma		Degree (14-20)	Diploma (10-14)
1	Summer/winter vacation after 2 nd /3 rd Semester		3-4	3-4	Inter/Intra Institutional Activities	3-4	3-4
2	Summer/winter vacation after 4 th /5 th Semester		4-6	4-6	Industrial/Govt./ NGO/MSME/ Rural Internship/ Innovation / Entrepreneurship / NSQF Level 3,4,5	4-6	4-6
3	Summer/winter vacation after 6 th Semester	6 th Semester	4-6	3-4	Industrial/Govt./ NGO/MSME/ Rural Internship/ Innovation / Entrepreneurship / NSQF Level 3,4,5	4-6	3-4
4	8 th Semester	-	3-4	-	Project work, Seminar (excluding credits for Advanced Courses)	3-4	-



"Table 1" states that during the summer/winter vacations, after the 2nd/3rd Semester, students are required to be involved in Inter/Intra Institutional Activities viz; Training with higher Institutions; Soft skill training organized by Training and Placement Cell of the respective institutions; contribution at incubation/innovation

/entrepreneurship cell of the institute; participation in conferences/workshops/competitions etc.; Learning at Departmental Lab/Tinkering Lab/Institutional workshop; Working for consultancy/research project within the institutes and Participation in all the activities of Institute's Innovation Council for e.g.: IPR workshop / Leadership Talks/Idea/Design/Innovation/Business Completion/Technical Expos etc.

During the summer/winter vacation after 4th/5th semester and during 6th Semester for diploma / In vacation after 6th semester for degree course, students are ready for industrial experience. Therefore, they may choose to undergo Internship / Innovation / Entrepreneurship related activities. Students may choose either to work on innovation or entrepreneurial activities resulting in start-up or undergo internship with industry/ NGO's/ Government organizations/Micro/Small/Medium enterprises to make themselves ready for the industry.

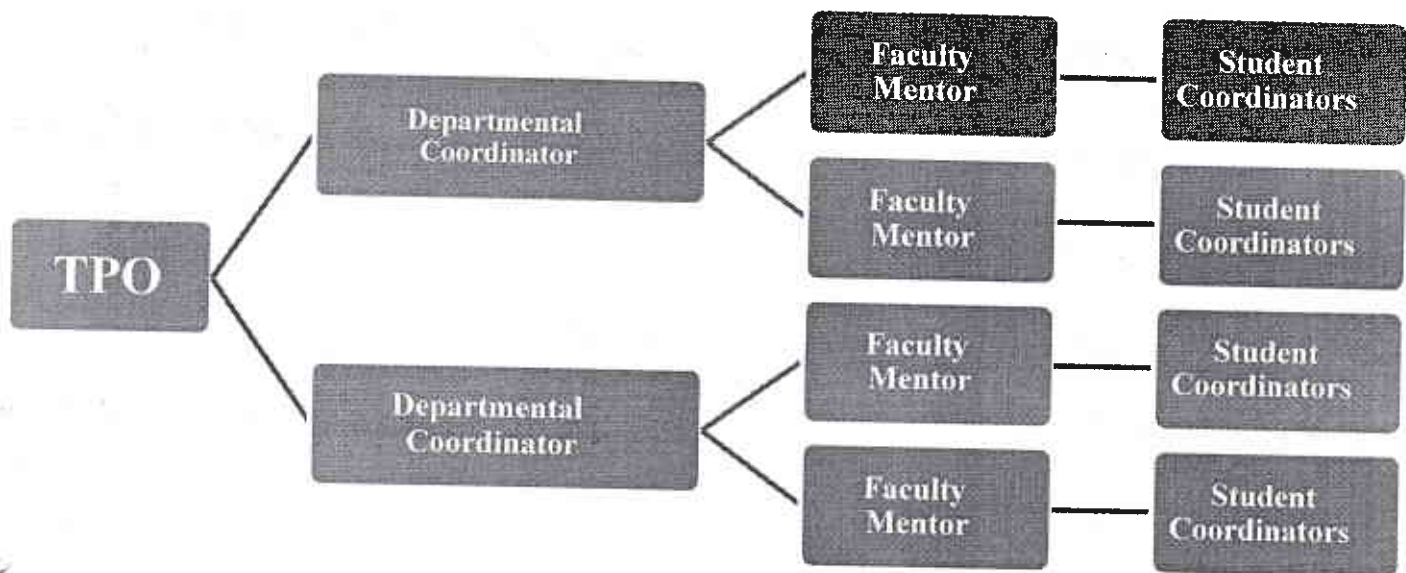
AICTE has taken various initiatives to connect AICTE approved institutions located in a particular district with nearby villages for technological intervention and networking for holistic transformation of the rural population by identifying the possibilities of localized employment, convergence, cost reduction, Youth and Women empowerment etc. Keeping this in view, AICTE Rural/Social Internship Programme has been proposed. It is proposed that if a student chooses any of the suggestive activity under AICTE Activity Programme, devotes a total of 6 months (required Internship duration) and achieve significant goals, during his degree programme, his credit requirement for the internship will be considered fulfilled.

During the Last semester/8th semester, students may take Project Work & Seminar as specified in the curriculum of the institute.

DOCUMENTATION -

Every student is required to prepare a file containing documentary proofs of the activities done by him. The evaluation of these activities will be done by Programmed Head/Cell In-charge/Project Head/TPO/Faculty mentor or Industry Supervisor





PIEMR INTERNSHIP PROCESSES AS PER GUIDELINES –

Process (III Year):

- Introductory combined sessions are taken collectively for all the branches to understand the meaning of Internship / Industrial Training and its importance
- Class wise interaction with Placement Cell is done after that to segregate and deliver branch wise internships of the students.
- Internships offers are launched on the website for third year specially
- Out of registered students the company shortlist the final interns as per skills through interview process.
- For remaining each and every students the cell finalize training of required skills as per the individual profile of the students
- The internship varies from 15 days to 45 days (as per current scheme by University).
- For final semester students who get shortlisted goes upto 400 hours internship in various industries.

Process (II Year):

- Introductory combined sessions are taken collectively for all the branches to understand the meaning of Internship / Industrial Training and its importance
- Class wise interaction with Placement Cell is done after that to segregate and deliver branch wise internships of the students.
- Skillset-wise training are accommodated by the means of MOU and tieups with industries and institutes mandatorily in the field of Software (Design software generally) for second year.
- It goes upto 90 hours maximum as per scheme of university and may vary as per change in norms.

Process (1 Year):

- In-house dept tasks are given to students as internship for first year.
- The maximum hours for them includes 60 hours as perscheme.
- Coding practice and hands on small tasks are also done for all the branches as a part of internship.

PLATFORMS –

AICTE TULIP PORTAL, INTERNSHALA, INSTITUTE LEVEL PLACEMENT PORTAL OR ON WEBSITE INTERNSHIPS ARE PUBLISHED TIME TO TIME

Director

DIRECTOR

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