

JANAKI DEVI BAJAJ INSTITUTE OF MANAGEMENT STUDIES AND RESEARCH, PUNE



(A CONSTITUENT INSTITUTE OF SNT WOMEN'S UNIVERSITY)

(Approved by A.I.C.T.E., New Delhi & D.T.E. Maharashtra)

INSTITUTE CODE - 462, AICTE PERMANENT ID - 1- 4613434841, AISHE CODE - C -62147, D.T.E. CODE - 6941, D.T.E. CHOICE CODE 694110110

Website : www.sndt.ac.in | Email : jdbimsrpune@sndt.ac.in

Maharshi Karve Vidyavihar, Karve Road, Pune 411038

Ref.No.

Date :

IMPLEMENTATION OF MANDATORY INTERNSHIP POLICY FOR STUDENTS

REFERENCE:

1. Internship syllabus of Janaki Devi Bajaj Institute of Management Studies and Research
2. AICTE Internship Policy

PREAMBLE: Internships are educational and career development opportunities, providing practical experience in a field or discipline. Internships are far more important, as employers are looking for employees who are properly skilled and have awareness about the industry environment, practices, and culture. The internship is structured, short-term, supervised training often focused on particular tasks or projects with defined time scales.

OBJECTIVE:

- To provide possible opportunities to learn understand and sharpen the real-time technical/managerial skills required at the job.
- The core objective is to expose technical students to the industrial environment, which cannot be simulated / experienced in the classroom and hence creating competent professionals in the industry and understanding the social, economic, and administrative considerations that influence the working environment of industrial organizations.

Director (Addl. Charge)
Janaki Devi Bajaj Institute of
Management Studies & Research
Pune Campus



JANAKI DEVI BAJAJ INSTITUTE OF MANAGEMENT

STUDIES AND RESEARCH, PUNE

(A CONSTITUENT INSTITUTE OF SNTD WOMEN'S UNIVERSITY)

(Approved by A.I.C.T.E., New Delhi & D.T.E. Maharashtra)



INSTITUTE CODE - 462, AICTE PERMANENT ID - 1- 4613434841, AISHE CODE - C -62147, D.T.E. CODE - 6941, D.T.E. CHOICE CODE 694110110

Website : www.sndt.ac.in | Email : jdbimspune@sndt.ac.in

Maharshi Karve Vidyavihar, Karve Road, Pune 411038

Ref.No.

Date :

HOW TO SEARCH INTERNSHIP?

- Apply through company official portals
- Search a company nearby to your stay
- Ask for the company from your family/friends
- Identify a company through Faculty Mentor/Department Faculty/Placement office

Guidelines for INTERNSHIP PROJECT

The SIP report must reflect 8 weeks of work and justify the same. The internship project report should be well documented and supported by –

1. Institute's Certificate
2. Certificate by the Company
3. Formal feedback from the company guide
4. Executive Summary
5. Organization profile
6. Outline of the problem/task undertaken
7. Research methodology & data analysis (in case of research projects only)
8. Relevant activity charts, tables, graphs, diagrams, AV material, etc.
9. Learning of the student through the project
10. Contribution to the host organization
11. References in appropriate referencing styles. (APA, MLA, Harvard, Chicago Style etc.)

Chapter Scheme to be followed

1. Executive Summary
2. Organization profile
3. Outline of the problem/task undertaken
4. Research methodology
5. Data analysis
6. Findings
7. Learning of the student through the project
8. Contribution to the host organization

References

Annexure

Director (Addl. Charge)
Janaki Devi Bajaj Institute of
Management Studies & Research
Pune Campus

