



## **HOLY CROSS COLLEGE (Autonomous)**

(Affiliated to M.S. University, Tirunelveli)

Accredited with A+ Grade (CGPA 3.35 – 4<sup>th</sup> Cycle) by NAAC

Nagercoil - 629 004, Tamil Nadu, India



# **INTERNSHIP POLICY OF THE INSTITUTE**

## **Vision**

Internship integrates theoretical knowledge acquired from classroom learning, with practical applications and skills developed (through internship) in professional community settings, so as to stimulate creation of opportunities for collaboration and professional relationship culminating in creative ideas and innovations.

## **Scope**

- Internship policy shall apply for every student to implement their theoretical knowledge and get practical knowledge from any organization.
- Students with specific career interests will be motivated to implement this experience for entrepreneurship and start-ups.

## **Objectives**

**The internship policy of the institute aims to:**

- Expose the students to industry/ organization/ company which cannot be filled in the classroom and hence creating competent professionals for the industry.
- Exposure to the modern scientific advancements relevant to the course area of learning.
- understand and sharpen the real time technical / managerial skills required for entrepreneurship.

- Realize the social, economic and administrative considerations that influence the working environment
- Apply their analytical, integrative, team skills in the work place.
- Socialize opportunities with people from industry/ organization/ company/ sophisticated lab.
- Opt pre-placement which is feasible/appropriate.

### **Internship Policy Statement**

- The Internship Cell emphasizes the students to undergo internship for developing practical competencies and technical proficiency, and apply their skills for innovative ideas.
- Biannually, Internship Cell conducts an orientation/motivation programme for faculty and students.
- The Head of each Department shall take the responsibility to find sources of the internship programme in industries or organisations specific to their field of study or interest.
- The students are allowed to take up their internship for a minimum of two to four weeks and a maximum of two months.
- Attendance will be given for the period of absence during the Internship period.
- Students have to get prior consent from their parents who will take responsibility for their wards, their safety and security during the internship.
- It is essential for the students who opt for internships to fill in the format/form available with the IIC Internship Cell.
- A duly signed and sealed sanction Letter from the respective Institution shall be submitted to their respective departments before leaving for internship.

- The candidates shall abide by the policies and norms of the sponsoring organization during the period of the internship.
- After undergoing the Internship, it is mandatory to submit a Training Report and a Completion Certificate of internship. Failure to submit would lead to the cancellation of attendance.
- The students who successfully completed the Internship will be awarded a Recognition/Appreciation Certificate.
- By inviting companies or industries, summer internship training camp can be organized by the departments. Outside participants are mandatory.