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## ASHOKRAO MANE GROUP OF INSTITUTIONS

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Accredited by NAAC with 'A' Grade CGPA 3.08

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### Internship Policy for Final Year Students in Shri Balasaheb Mane Shikshan Prasarak Mandal's ASHOKRAO MANE GROUP OF INSTITUTIONS, Vathar Tarf Vadgaon, Kolhapur

#### 1. Introduction

This Internship Policy has been established to provide guidelines and regulations governing the internship programs for final year students at Shri Balasaheb Mane Shikshan Prasarak Mandal's ASHOKRAO MANE GROUP OF INSTITUTIONS, Vathar Tarf Vadgaon, Kolhapur. The primary objective is to facilitate valuable experiential learning opportunities, enhance students' practical skills, and bridge the gap between academia and industry.

#### 2. Eligibility

All final year students pursuing undergraduate or postgraduate engineering programs at Shri Balasaheb Mane Shikshan Prasarak Mandal's ASHOKRAO MANE GROUP OF INSTITUTIONS, Vathar Tarf Vadgaon, Kolhapur are eligible to participate in the internship program.

#### 3. Duration of Internship

Internships typically occur during the final semester of study, often in the even semester. The exact duration may vary depending on the specific internship opportunity and industry requirements.

#### 4. Types of Internships

Internships may fall into the following categories:

**Mandatory Internship:** Some programs may require students to complete a mandatory internship as a part of their curriculum.

**Voluntary Internship:** Students who choose to participate in voluntary internships are encouraged to seek opportunities that align with their career goals and interests.

## 5. Internship Placement

The college's Training and Placement Cell, in collaboration with academic departments, will assist students in identifying and securing suitable internship placements. Students are encouraged to actively participate in the placement process by submitting resumes and attending interviews as required.

## 6. Roles and Responsibilities

### 6.1. Students

Students must actively engage in the internship search process and demonstrate professionalism during interviews.

During the internship, students must adhere to the policies and regulations of both the host organization and the college.

Students are responsible for maintaining regular communication with their internship supervisors and faculty mentors.

### 6.2. Host Organizations

Host organizations must provide students with a structured learning environment, meaningful projects, and appropriate supervision.

They should assign experienced professionals as mentors to guide and mentor the interns.

### 6.3. College

The college will appoint faculty mentors who will monitor and evaluate students' progress during their internships.

The Training and Placement Cell will facilitate the internship placement process and assist students in resolving any issues that may arise during the internship.

## 7. Assessment and Evaluation

Students are required to submit periodic reports detailing their internship activities and achievements. These reports will be assessed by faculty mentors to ensure that students are gaining valuable experience and meeting learning objectives.

## 8. Academic Credit

In cases where the internship is a part of the academic curriculum, students will receive academic credit based on their performance and the evaluation of their faculty mentor.

## 9. Compensation

Internships may be paid or unpaid, depending on the policies of the host organization. Students are encouraged to seek paid internships when possible, but unpaid internships that offer valuable learning experiences will also be considered.

## 10. Code of Conduct

Students are expected to maintain high standards of professionalism, ethics, and integrity during their internships, representing Shri Balasaheb Mane Shikshan Prasarak Mandal's ASHOKRAO MANE GROUP OF INSTITUTIONS, Vathar Tarf Vadgaon, Kolhapur positively.

## 11. Health and Safety

Host organizations are responsible for providing a safe and healthy working environment for interns. In the event of any safety concerns, students should immediately contact the college's Training and Placement Cell.

## 12. Grievance Handling

A grievance redressal mechanism will be in place to address any issues or disputes arising during the internship.

## 13. Conclusion

The Internship Policy at Shri Balasaheb Mane Shikshan Prasarak Mandal's ASHOKRAO MANE GROUP OF INSTITUTIONS, Vathar Tarf Vadgaon, Kolhapur aims to provide students with enriching, real-world experiences that enhance their academic learning and prepare them for successful engineering careers. This policy promotes a collaborative relationship between the college, host organizations, and students to ensure the successful implementation of internships for final year students.



A handwritten signature in blue ink, appearing to be "Ajay V. Deshmukh".

(Dr. Ajay V. Deshmukh)  
DIRECTOR

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