

Students Internship Guidelines

1. Only students belonging to full time B.E/ B.Tech, M.E/ M.Tech/ MCA/ MSc (Electronics)/ MSc(CS)/ MSc(IT), DoEACC 'B' level (are eligible to undergo project training at NIC.
2. The course/degree under which the project is to be done should be of formal stream (full-time course) and recognized by Government of India (i.e. MoHRD/ UGC/ AICTE etc.).
3. Project Training should be a part of the regular curriculum of the course/degree.
4. Project duration is 2 (Two) months. The project should start from 1st June, 2022 to 31st July 2022 for winter Internship.
5. When marks of pursuing degree are obtained in CGPA, a letter from Institute stating the formula used for conversion in percentage. For 1st year ME/M.Tech./MCA/MSc students, candidates will either himself/herself convert CGPA to % based on the formula specified in his/her B.E./B.Tech/Graduation degree. In case, no conversion formula is specified in degree, candidate will multiply the CGPA by 9.5 and enter in to corresponding field.
6. Passport size photo and signature in digital format (png, jpg)
7. The Student needs to upload certificates of completed degrees and last result available.
8. The student will be required to submit a write-up not less than 100 words and not more than 250 words under the subject '**Statement of Purpose**' bringing out the purpose/benefits of the scheme.
9. Student will be asked to submit a self-declaration for conversion formula of CGPA into percentage with attestation from their educational institution
10. Students securing less than 60% marks in any semester/year, in the degree/discipline under which project is to be done should NOT apply and be sponsored for project work at NIC.
11. Incomplete applications will not be considered and are liable to be rejected without assigning any reason. No inquiry will be entertained directly with the NIC in this regard.
12. NIC reserves the right to reject any/all applicants, if the applications is/are incomplete or is/are not in order or if project(s) in preferred functional areas are not available.
13. The selection of Student is subject to their producing a certificate from the Head of the institute stating "Project Training is of <duration> and is part of the regular curriculum of the degree". At the time of joining in NIC, you must produce this certificate, failing which your selection will be deemed cancelled.

14. The Student is cautioned that in case any information provided by him/her is found to be false/incorrect and is not as per University/Institution records at any stage, his/her candidature for Internship will be cancelled and no further correspondence in this regard would be entertained.
15. The selected Students will be required to report to the HOD, Training Division, NIC Hqrs, CGO Complex, Lodhi Road, New Delhi – 110003 for joining in NIC-Delhi, NIC as per the selection, on or before the stipulated date mentioned in the Confirmation Letter, failing which the students candidature for the said Internship would be treated as withdrawn/ cancelled. It will not be possible for substitution or student (s) extension of your reporting time. Also, each Student is required to bring the duly filled **Stipend Declaration Form** and **Character Certificate** signed and attested by the Institute at the time of joining NIC.
16. The selected students will be required to produce their **original certificates** along with a set of attested copies, at the time of joining, to verify the correctness of the information given in his/her application failing which his selection will be cancelled.
17. They must produce the **Confirmation Letter** (sent from NIC to them) at the time of joining.
18. They must bring Original **Declaration by the Institute** Letter signed and sealed by the Institute.
19. The selected students will not be allowed to withdraw their name after the selection. They will have to undertake and complete the assigned project within the stipulated period. They will not be allowed to attend examination/viva etc. without written permission from NIC on request from the Institute Head, during the project period. In case the student leaves the project incomplete without prior permission from Training Division, NIC the students institute will be solely responsible to refund the stipend received by the student from NIC during the project period.
20. The selected students are required to submit a Project Report on completion of the Project. They should submit four printed copies along with the soft copy at least one week before the end of the project training to HOD, Training Division.