

KURUKSHETRA UNIVERSITY KURUKSHETRA
(Established by the State Legislature Act XII of 1956)
(‘A+’ Grade, NAAC Accredited)

NOTIFICATION

The Hon’ble Vice-Chancellor on the recommendations of the sub-committee has approved the General Policy Document for providing exemptions in attendance to students undertaking various internships/trainings during their final/penultimate semester as per **Annexure-I** (w.e.f. the academic session 2023-24).

Further necessary action may please be taken accordingly.

REGISTRAR

Endst. No. ACR-I/D.P./23/ 7116-7185 Dated: 6-6-23

Copy of the above alongwith Annexure I is forwarded to the following for information and necessary action: -

1. • Dean Academic Affairs.
3. Deans of the Faculties/Chairpersons/Directors/Principals of the UTDs/ Institutes/School.
4. Controller of Examinations (I&II).
6. Finance Officer
7. Director, IT Cell (with the request to upload the notification on the University website).
8. OSD to the Vice-Chancellor (for kind information of the Hon’ble Vice-Chancellor)
9. Assistant Registrar o/o the Registrar (for kind information of the Registrar)

D.A. As Above.


Deputy Registrar (Academic)
for Registrar

General Policy Document for providing exemptions in attendance to students undertaking various internships/ trainings during their final/penultimate semester

Background

Kurukshetra University in its move to improve the employability of the students has taken an unique initiative of introducing technical skills development training programmes. For executing this, a number of MOUs with the industries has been signed. Under this initiative students will be trained by the industry for acquiring various skills to meet their needs for employability. However, at present in the programs run by the university there is no provision for the students to join the industry for such internship/training for more than 4 to 6 weeks duration. To facilitate university students for joining such internships/trainings there arises a need for framing a policy document.

Challenges

It has been realized that the programs running are facing challenges as under:

- (a) Students selected in industry during their program are asked to join the industry for internship/training of duration upto one semester.
- (b) The provision is not there in these programs to allow the students to join the internship by way of getting the required attendance of semester from internship/training.
- (c) So, students are not able to join such internship/training consequential to two-fold loss:
 - (i) Job opportunity
 - (ii) Skill development in industry environment.

Keeping in view the above challenges and to avoid hardship to students, following policy is resolved:

Applicability of the policy:

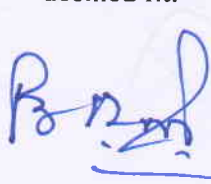
- (a) The policy is applicable to the students studying in the final semester/ penultimate semester of their program.

AND

- (b) If the student is selected in a company/industry/NGO etc, having an MOU with Kurukshetra University for the purpose and is asked to join the organization in their final semester/ penultimate semester for a period of upto one semester.

OR

In cases where the student is selected in a reputed company/industry/NGO etc. not having an MOU with Kurukshetra University and is asked to join the organization in the final semester/ penultimate semester for a period of upto one semester, then formally constituted **Internship Facilitation Committee (IFC)** will peruse and give its recommendation as deemed fit.











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Provisions

Students covered as per section title 'Applicability of the Policy' will be governed by the following provisions:

- (a) The student will be allowed to join the organization for internship/training in the final semester/ penultimate semester of the course for a period of upto one semester.
- (b) The student will earn his attendance from the organization during the period of internship.
- (c) Attendance will be certified by the organization failing which student will be debarred from appearing in the university examinations of that semester.
- (d) The student will have to give an undertaking that he/she will appear in all the internal/external examinations/practical as per requirements of the program and as per schedule of the University examinations for that program for which he/she will have to do the necessary preparation by himself/herself and institute/department will not be responsible for the same.

Composition of Internship Facilitation Committee (IFC)

The members of IFC will be as under:

1. Dean Academic Affairs
2. Dean of the concerned faculty
3. Chairperson/Director/Head of the concerned department
4. Senior most faculty of the department other than Chairperson/Director/Head of the department or the Placement Incharge of Department/ Institute /College

Any offer by the organisations providing internship on demanding charges from a student will be discouraged by the Internship Facilitation Committee (IFC).

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Undertaking

I, <Student Name>, <admission/ registration/ enrollment number> s/o d/o Mr./Mrs./Ms. <parent name> having been admitted to <program name> of <Department/Institute name>, hereby undertake that:

- I. I have been offered the internship/training by the <organization name> from <dd/mm/yyyy> to <dd/mm/yyyy>.
- II. I will appear in all the internal assessments and external semester ~~and~~ examinations as per the requirement of the program and as per the University examination schedule.
- III. I will prepare for theory and practical courses myself during my internship stay in the organization. There will be no responsibility of the Institution/department to provide extra/remedial lectures of the courses concerned.
- IV. I will submit the certificate from the <organization name> indicating the (a) Successful completion of internship, (b) Attending the organization for required number of days.
- V. If I fail to provide the certificate as at point (IV) above, then I will abide by the decisions taken by the Department/Institute/College such as (a) debar from appearing in the semester end term examinations (b) Financial Penalty or both

(Signature)

<Candidate Name>

(Signature)

<Parent's Name>