



श्री माता वैष्णो देवी विश्वविद्यालय

SHRI MATA VAISHNO DEVI UNIVERSITY

Kakryal, Katra-182320, Jammu & Kashmir

Recognized under Section 2(f) & 12(B) of the UGC Act, 1956

SMVDU/AA/25/1181

Dated: 16/4/2025

NOTIFICATION

With reference to proposal of Dr. Sanjeev Anand, Nodal Officer, Self Financed In house Summer Internship and as approved by the Competent Authority; Guidelines regarding Self Financed In-house Summer Internship at SMVDU, enclosed as Annexure-A, is notified for the information of all concerned.

All interested faculty members are required to submit a detailed internship proposal to Nodal Officer, Self Financed In house Summer Internship for upcoming Summer (June-July, 2025) in the format by or before 30th April, 2025 as per guidelines enclosed.

Further, Nodal officer, shall compile all the proposals received from faculty members of various Schools and submit a detailed proposal regarding planning and execution of In-House Summer Internship at SMVDU for AY 2025-26 by 9th May, 2025 for the approval of the Competent Authority

16.04.2025
Dean(AA)

Enclosed

1. Guidelines for Summer Internship 2025.
2. Format for submission of Summer Internship proposal
3. Notification issued vide no. SMVDU/AA/24/1228 dated: 11th March, 2024

Copy to:-

- a. All Deans, for information.
- b. Finance Officer, for information
- c. All HoDs, for information and circulation among all faculty members and students
- d. Dr. Sanjeev Anand, Nodal Officer, Self Financed In house Summer Internship, for information.
- e. AR(VC office), for information of the Hon'ble Vice Chancellor.
- f. I/c website for uploading the same in the University website.
- g. Concerned file.



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Shri Mata Vaishno Devi University, Katra

Guidelines for In-House Internship (2025)

In-House internship program will help the students to work closely with the faculty members at SMVDU and promotes effective learning culture. These internships will offer students the opportunity to gain practical experience.

Interns will work within specific academic schools at SMVDU, assisting faculty members with research projects and specific problems.

Eligibility Criteria

- Preference will be given to the students who have good academic record and are willing to work on present day challenges.
- Open to all students as per the curriculum requirements.

School Requirements

- All schools should appoint internship coordinator
- All faculty members are required to submit the title of the project to be undertaken during the course of internship
- School internship coordinators will work in coordination with Dean Academic Affairs and Nodal Officer.

Student Requirements

- The internship period is going to be minimum of 4 weeks.
- The internship period can be extended up to the 6 weeks with the mutual consent of the student and his supervisor at SMVDU.
- Student should select one project based on his/her area of interest. The student and his/her supervisor may decide on the problem statement.
- Students are required to send all documents in support of their educational qualification, Bonafide Certificate from Head of Department and other related documents/certificates.
- Students desirous of undertaking the internship should contact the faculty member.
- All applications received will be shared to respective school for selection.

SELF FINANCED IN-HOUSE SUMMER INTERNSHIP AT SMVDU 2025

Fee for Summer internship

Outside Student with boarding & lodging		Outside Student without boarding & lodging		SMVDU Student with boarding & lodging		SMVDU Student without boarding & lodging	
Academic Fee	3000/-	Academic Fee	3000/-	Academic Fee	Nil	Academic Fee	Nil
*Hostel Fee	2000/- per month	Mic.Fee	600/-	*Mess Fee	3900/- per month	Mic.Fee	600/-
*Mess Fee	3900/- per month			*Hostel Fee	2000/- per month		
Mic. fee	600/-			Mic.Fee	600/-		
Total	9500/-		3600/-		6500/-		600/-



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* Hostel accommodation will be provided to all the summer interns as per request, and students are required to pay the applicable hostel and Mess charges.

1. Students desirous of undertaking internship at SMVDU and required to contact the concerned faculty.
2. The method of conducting the summer internship and the evaluation of the Summer internship will be done by the concerned faculty member who is a supervisor.
3. Duration of summer internship is 4 weeks and can be extended to 06 weeks on the request of student recommended by the Supervisor. However, If the student extends the internship from 4 to 6 weeks the mess/hostel fee for additional two weeks will be paid on pro-rata basis.
4. After successful completion of the internship, the students will be issued a certificate.
5. Feedback shall be taken by the concerned School from the student enrolled for Summer Internship through online mode and shall submit the complete report to Nodal officer for onwards submission to the Competent Authority.
6. No Dues certificate to be submitted by the student after completion of the summer internship.

S.No	Faculty Name	Designation	School	Internship	E-mail	Contact person	Assistant Name(non-Teaching staff) if required	Remarks
				Area	Title			



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registrar@smvdu.ac.in

Ref. No.: SMVDU/AA/24/1228

Date: 1st March, 2024

NOTIFICATION

Sub: Appointment of Dr. Sanjeev Anand, Assistant Professor, SoEM as Nodal Officer for In-house Internship

With reference to the captioned subject and as approved by the Competent Authority Dr. Sanjeev Anand, Assistant Professor, SoEM is appointed as Nodal Officer for In-house Internship.

Further, Dr. Sanjeev Anand shall initiate the process of floating internship for undergraduate students at SMVDU and shall also furnish a detailed proposal regarding planning and execution of In-house Internship at SMVD University for Academic Year 2024-25 within a week, for approval of the Competent Authority.

This issues with the approval of the Competent Authority.

Registrar
K
(SO, AA)

Copy to:

1. Dr. Sanjeev Anand, Assistant Professor, SoEM, for information.
2. Training and Placement Officer, SMVDU, for information.
3. AR (Vice-Chancellor Office), for the information of Hon'ble Vice-Chancellor.
4. Concerned file