



“Techno-social Excellence”

Marathwada Mitra Mandal's Institute of Technology

Lohgaon, Pune-411047

Approved by AICTE | Affiliated to Savitribai Phule Pune University (SPPU)

Accredited with Grade 'A' by NAAC

Vision

To be a premier institute of **techno-social excellence** for the welfare of society

Mision

- **Integrating** Innovative Pedagogy
- **Implementing** Entrepreneurship
- **Promoting** Global Competency
- **Enhancing** Technology Transfer
- **Creating** Excellent Human Resource

**POLICY FOR
INTERNSHIP FEEDBACK**

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	POLICY FOR “INTERNSHIP FEEDBACK”

STUDENTS' INTERNSHIP POLICY

- Students are eligible for internships from the Second Year onward, depending on their academic program.
- The Training and Placement Cell/Internship Coordinator may assist students in identifying suitable opportunities.
- Faculty advisors will provide academic and mentoring support.
- The internship must be relevant to the student's field of study.
- Students participating in internships during regular semesters must take prior permission.
- Internship period may be as follows:
 - Summer Internship (4–8 weeks, after the end of 2nd, 4th and 6th Semester)
 - Winter Internship (2–4 weeks, after the end of 3rd, 5th and 7th Semester)
 - Semester-long Internship / Live Projects (1–6 months, allowed with prior academic clearance)
 - Virtual / Remote Internships (allowed with department approval)
 - Final-Year Internship (as part of industry-sponsored projects)
 - Internship Start Date: 3 days after the last paper of the current semester.
 - For Summer Internship: Maximum 8 weeks after the start date.
 - For Winter Internship: Maximum 4 weeks after the start date.
- The internship may carry academic weightage (if part of the curriculum) and be assessed through:
 - a) Supervisor Evaluation (Industry Mentor)
 - b) Faculty Evaluation (based on report/presentation)
 - c) Viva or Written Report Submission
- Students must submit the following documents:
 - a) Internship Offer Letter
 - b) Permission Form (signed by Faculty Advisor)
 - c) Completion Certificate from the Company
 - d) Internship Report or Presentation
- Attendance relaxation (up to a maximum of 15%) may be granted for approved internships, subject to:
 - a) Submission of supporting documents
 - b) Academic performance review
 - c) Written approval from the HoD
- Students must ensure they do not miss major assessments, examinations, or deadlines.
- Students are expected to maintain professionalism and abide by the rules and confidentiality policies of the host organization.
- Inappropriate conduct during the internship may lead to disciplinary action by the college.

