

Details of DPIIT Internship Scheme.

Department for Promotion of Industry and Internal Trade (DPIIT), Ministry of Commerce & Industry has introduced internship scheme for the students pursuing Under Graduate/Post Graduate degree or are Research Scholars enrolled in recognized University/Institution within India or abroad. The objective behind the internship scheme is to give exposure to the students to understand the working culture of Govt. of India and to apprehend the schemes being run by this Department.

Internship:

Applications are invited twice in a year through online mode only. (i) For internship period starting anytime during **January-June** online link will be opened from 01st November to 30th November of the previous year and (ii) for internship period starting anytime during **July-December** online link will be opened from 01st May to 31st May of the year.

Eligibility: Applicants pursuing Graduation/Post Graduation/Research in following domain are eligible to apply:-

- i) Engineering (ii) Management (iii) Law (iv) Economics (v) Finance (vi) Computers (vii) Library Management

Note:- Candidates from other domains can also be considered based on requirements on case to case basis

Period of Internship:- The period of Internship shall be minimum 04 weeks and maximum three months. After completing internship, students will be awarded an Experience Certificate. Those who will not complete the requisite period of internship will not be awarded any certificate.

Maximum Number of Interns to be selected per batch (06 months period) :- 20 (Twenty)

NOC- Applicants shall submit No Objection Certificate from their Head of Institution/Head of Department/ Principal, that they have no objection for allowing their students to undergo Internship programme for the proposed period.

Stipend: Interns would be paid stipend of Rs. 10000/- (Ten Thousand) per month.

Procedure for selection and Other Modalities of the Scheme:

- a) All the applications received in the Department will be compiled at one place in the Establishment Division.
- b) Sections/divisions will send their requirement of "Interns" to Establishment Division with the approval of concerned Divisional Head.
- c) On receipt of a request from Division/Section for intern/s belonging to a particular discipline, the details of the available applications of that discipline will be provided to the concerned Division.
- d) The Divisional Head will select intern(s) based on their requirement and inform the same to Estt. G Section. Thereafter, Estt. G Section will obtain approval of SIIT and send the offer letter to selected Interns.
- e) Processing of payment towards stipend amount will be initiated by Estt. G Section after completion of internship period. A certificate on the effect that assigned work has been successfully completed by intern is required to be submitted by the interns concerned. The said certificate will be issued by section concerned in which interns worked.
- f) The concerned Divisional Head shall be responsible for ensuring that the work programme and output mutually agreed upon with the Intern is satisfactorily completed. Interns shall be required to submit a brief report/paper at the end of their assignment to the concerned Divisional Head about their learning experience.
- g) The attendance record and the details of work supervision shall be maintained by the concerned Division/Section.
- h) The conduct of the interns and their access to data shall be sole responsibility of the concerned Divisional Head.