

Bharati Vidyapeeth
(Deemed to be University)
College of Engineering, Pune
Training and Placement Department

Internship Policy for the Academic Session 2019-20

1. The Undergraduate Students are required to undergo summer training for duration of minimum 6 weeks, during the summer vacation after completion of 6 semesters for B. Tech. programme. M. Tech students can proceed for 2 semesters internship after completing their first year.
2. The company shall fill up the Internship Announcement Form (IAF) and submit it to the Training and Placement Department (T&P) as an e-mail attachment to tpo@bvucoep.edu.in or in the form of a hard copy. IAF serves to introduce to the candidates about the company's internship profile, requirements etc.
3. The IAF is electronically broadcasted to the concerned students along with all the other relevant information furnished by the company.
4. The company can ask for the resumes of the interested students and has the liberty to shortlist them at any stage of the intern selection process.
5. The company visits the campus on the scheduled dates and conducts the written/online tests/GD/Interviews as part of their intern selection procedure during the time frame assigned to them. Internship offers are not to be disclosed to the students and the final selection results are to be submitted to the T&P in a sealed envelop or communicated by an email.
6. The Institute follows 'One-Student-One-Internship' policy.
7. The company is required to send offer letters to the T&P, which will then hand over to the concerned students. Such letters, hard or soft copy, are expected to reach the T&P within a week's time-post final interviews.
8. On successful completion of Internship, companies may offer PPOs (Pre-Placement Offers) to the students. PPO offered by the company has to be intimated to the T&P. The concerned student has to express his/her choice to T&P within two working days of receiving the PPO. If he/she accepts the PPO offer, then he/she will not be allowed to participate in any further on-campus placement activity.
9. In the best interest of the company, it is advised to send the list of PPO's as early as possible, to prevent the potential students to participate in any on-campus placement activity.