

B] Internship/Apprenticeship/Project/Workshop/Community Outreach Program (IAPWC)
(Total Credits 06 over three semesters – I, II, and III, Each Semester carries 2 Credit), 60
Hours/Semester

Objectives:

- To align classroom learning with real-world outcomes, integrating academic knowledge with practical workplace skills.
- To help students gain insight into the challenges, expectations, and culture of the professional world.
- To introduce students to emerging technologies and their applications in various fields.
- To develop problem-solving, decision-making, and teamwork skills for professional growth.
- To instill a sense of social responsibility and citizenship among students.
- To promote collaboration between Higher Education Institutions (HEIs) and industries. This initiative aims to encourage institutions, universities, organizations, academics, and students to engage in mutual learning and knowledge-sharing.
- To instill professional principles, ethics, values, and integrity to excel in the job market by developing the necessary competencies.

Learning Outcomes:


1. **Problem-Solving Abilities:** Through projects and workshops, students will develop critical thinking and problem-solving skills relevant to their fields of study.
2. **Professional Exposure:** Internships and apprenticeships will provide students with exposure to professional environments, helping them understand workplace dynamics and expectations.
3. **Interpersonal Skills:** Community outreach and collaborative projects will enhance students' communication, teamwork, and leadership skills, essential for their future careers.
4. **Civic Responsibility:** Students will gain a heightened sense of civic duty and social responsibility through community outreach activities, encouraging them to contribute positively to society.
5. **Career Readiness:** Engagement in diverse practical experiences will improve students' employability by making them industry-ready and better equipped to face job market challenges.

Modalities:

- i) Each Semester will carry 03 credits. 01 credit means 02-hour of contact per week. Full Marks 25.
- ii) Each college will organize and implement the course activities based on student needs and the resources available within the institution.
- iii) Each semester, every student must choose one three-credit IAPWC offered by the college.
- iv) The College will inform the University about the list of titles on a prior basis, subject to approval by the University (UGB). At the same time, the College will send the list of names of course coordinators to the controller's office both in hard copy and through email. Preferably the University will appoint those coordinators as internal examiners during the evaluation of these courses.
- v) The college will maintain the **Record of Attendance, Summary of Curricular Components** (learning domains, objectives, assessments, learning activities and instructional delivery

methods/mode of execution), and **Activity Log Book** for each of the courses offered by the college under IAPWC. The college must provide a "**Certificate of Completion**" to each student after course completion. Both the student and the concerned teacher will put their signature in the log book with date. Each student will also prepare an **Activity Based Report** (500-1000 words) duly signed by the concerned teachers/supervisor. The report will describe the objectives, the work performed during Internship/Apprenticeship/Project/Workshop/Community Outreach activity and its practical/social impact/utility. The teachers will preserve (up to 120 days from the date of publication of the University result) all the **relevant and necessary documents/records** as well as the "**Activity Log Book**" and the "**Record of Attendance**" for every student to support the certificates issued.

- vi) Colleges may also conduct these courses in collaboration with external institutions/agencies under MoU. In case of Internship there should be a proper documentation of the allocation: Allocation letter/consent letter. The colleges will also preserve the joining letters of the students.
- vii) **In the 1st Semester** students will perform the Community Outreach based activity. Through this activity they would have the opportunity to gain an understanding of the complex socio-economic problems in the community, and innovative practices required to generate solutions to the identified problems. During this activity the students must have to enroll themselves in the particular unit of the following: (a) National Service Scheme (NSS), (b) National Cadet Corps (NCC), (c) Adult Education and literacy initiatives or mentoring programs for school students framed by the local body, (d) Other community work conducted by the college.
- viii) **In the 2nd Semester** students will perform the project based activity. This project activity includes Field work, Survey, Case-Study, Review work, Data Analysis, Stimulations, Comparative Studies, Sociolinguistic Studies, Linguistic Landscaping, Film and Media Studies, Semiotic Analysis. Depending on the resources, project based activities may be conducted online, offline or in a hybrid mode.
- ix) **In the 3rd Semester** students will engage themselves for Internship based activity/workshop/apprenticeship. There are certain verticals that a college may incorporate as options while choosing a sector by a student while making registration and undergoing Internship based activity/workshop/apprenticeship. The list is indicative only:
1. Trade and Agriculture Area
 2. Economy & Banking Financial Services and Insurance Area
 3. Logistics, Automotive & Capital Goods Area
 4. Fast Moving Consumer Goods & Retail Area
 5. Information Technology/Information Technology enabled Services & Electronics Area
 6. Handcraft, Art, Design & Music Area
 7. Healthcare & Life Science Area
 8. Sports, Wellness and Physical Education Area
 9. Tourism & Hospitality Area
 10. Digitization & Emerging Technologies (Internet of Things/Artificial Intelligence/Machine Learning/Deep Learning/Augmented Reality/Virtual Reality, etc.) Area
 11. Humanitarian, Public Policy and Legal Service Area
 12. Communication Area
 13. Education Area
 14. Sustainable development Area
 15. Environment Area



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16. Commerce, Medium and Small-Scale Industries Area

- x) Each HEI should have a Nodal Officer for the internship program.

Mechanism of the Evaluation:

1. There will be no separate written examination for these courses at the University level. However, these courses will be assessed in the presence of internal and external examiners appointed by the University.
2. College authority will nominate internal examiner(s). This assessment will take place on the same scheduled day along with the evaluation and *viva-voce* for the minor courses. However, two separate ACSRs, one for the minor and one for IAPWC provided by the University, will be allotted for these courses.
3. On the day of the evaluation the student will produce his/her certificate of completion for the specific course along with the submission of the activity based report. The internal examiner(s) will produce the **Summary of Curricular Components, Activity Log Book, Students' Attendance Sheets** before the external examiners. The obtained marks **out of 25** will be finalized after scrutinizing all the documents and conducting *viva voce*.
Attendance -05 marks,
Sessional (from Activity Based Report + Activity Log Book) - 15 marks
Viva-Voce - 05 marks
4. The final marks will be officially recorded by both the external and internal examiners in the award list issued by the University.
5. After completion of the evaluation process, the examiners will submit (a) **Award Lists**, (b) Two ACSRs (One for the Minor Course and another for SEC), and (c) **Summary of Curricular Components** to the controller's office, UGB.
6. The University will issue appointment letters to internal examiners (for IAPWC) based on the recommendation provided by the respective colleges. The external examiner will be exclusively appointed by the University.


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