

Guidelines for Short-Term Internship of International UG & PG Students

Objective

To attract and offer international undergraduate and postgraduate students a short-term research-oriented internship program at IIT (ISM), Dhanbad enhancing cross-cultural academic collaboration and providing a hands-on learning experience in various technical and interdisciplinary fields.

Types of funding

- Institute funded [As per availability]
- Project funded [As per availability]
- Self-funded [As per availability]

Application timeline: Open throughout the year

Duration: A minimum of three months and a maximum of six months.

Registration: Through Study in India Portal

<https://studyinindia.gov.in/admission/registrations/index>

Eligibility Criteria

- Must have completed at least two years of a relevant bachelor's degree program.
- Minimum GPA requirement: -3.0 out of 4.0 or equivalent.
- Proficiency in English (for non-native speakers).
- Foreign passport holders.
- Study In India (SII) Registration ID

Application Requirements:

- Online application form (<https://studyinindia.gov.in/admission/registrations/index>)
- Curriculum Vitae (CV) highlighting academic and research achievements.
- Statement of Purpose (SOP) outlining research interests and motivation.
- Letter of recommendation from a current faculty (home institute) advisor.
- Copies of transcripts and proof of English proficiency (if applicable).

Before arrival, interns must ensure that they have:

- A valid visa.
- An international travel card / sufficient funds to meet day-to-day expenses during the stay*
- A valid health insurance for the period of the stay.

(*Please note travel, lodging and food expenses are to be borne by the intern.)

Assessment and certificate: Interns must give an end-term presentation after completing the internship in front of the ****review committee**. The recommendation of the review committee and the student attendance need to be sent to the office of the Dean (IRAA) by the internship guide

through E-Office for issuing the internship certificate. The certificate may be signed by the respective supervisors of the intern and Dean (IRAA).

Process of Selection:

- Students apply for short-term mobility programs through the SII Portal.
- The Office of Dean (IRAA) downloads these applications from the SII Portal
- A preliminary review of the applications will be done in the IRAA office.
- Applications will be forwarded to the relevant department.
- The Department will constitute a committee to check if the candidate meets the program's eligibility criteria.
- The committee provides its recommendations to the IRAA office.
- Based on the committee's recommendation, the IRAA office issues a Provisional Admission Letter to eligible students.
- The provisional letter outlines the terms and conditions of the short-term mobility program.

Facility to be provided to the Intern during the stay:

- Temporary ID card
- Primary medical facility through the Institute's health centre
- Library (Physical & E-access) facility
- Institute Email ID and Free internet facility
- Certificate after completion of the course.

**Which may consist of the HoD of the department, the concerned Guide and the DUGC/DPGC convenor.