



Mandatory

Master of Business Administration

Summer Internship Policy

2023-2024

Adhalrao Patil Institute of Management and Research, Landewadi



Under the Guidance

Of

Savitribai Phule Pune University



Introduction:

The intensification of global competition has driven organizations to craft strategies aimed at cultivating a skilled and inventive workforce to secure a competitive advantage. Internships present students with invaluable opportunities to acquire firsthand exposure to industrial or organizational environments, allowing them to seamlessly integrate the knowledge and skills acquired in their coursework. Moreover, internships facilitate interaction with professionals and peers, fostering the enhancement of presentation, writing, and communication skills. For many students, internships serve as pivotal pathways to final placement, offering a practical segue into the professional realm. The formulation of an internship policy stands as a potent strategy for nurturing a reservoir of talent for the industry's future needs. Recognizing the imperative of enhancing employability skills among graduating students from Professional Institutions, the All-India Council for Technical Education (AICTE) has spearheaded various initiatives to promote industrial internships at the graduate level in technical institutes. In alignment with the Model Internship guidelines and syllabus structure provided by the Savitribai Phule Pune University and the AICTE, the APIMR Training & Placement Cell (TPC) has proposed an Internship Policy effective from the Academic Year 2023-24.

Objectives:

Internships are educational and career development opportunities, providing practical experience in a field or discipline. They are structured, short-term, supervised placements often focused around particular tasks or projects with defined timescales. An internship may be compensated, non-compensated or some time may be paid. The internship has to be meaningful and mutually beneficial to the intern and the organization. It is important that the objectives and the activities of the internship program are clearly defined and understood.

Following are the intended objectives of internship training:

- Will expose technical students to the industrial environment, which cannot be simulated in the classroom and hence creating competent professionals for the industry.
- Provide possible opportunities to learn understand and sharpen the real time technical / managerial skills required at the job.
- Exposure to the current technological developments relevant to the subject area of training.
- Experience gained from the 'Industrial Internship' in classroom will be used in classroom discussions.
- Create conditions conducive to quest for knowledge and its applicability on the job.
- Making students more aware with the conditions of rural or socially deprived brothers & sisters through Rural /Social Internship. Making students to come up with innovative solutions leading to positive impact.
- Understand the social, economic and administrative considerations that influence the working environment of industrial organizations.
- Understand the psychology of the workers and their habits, attitudes and approach to problem solving.
- Learn to apply the technical knowledge in real industrial situations.
- Familiarize with various materials, processes, products and their applications along with relevant aspects of quality control.
- Promote academic, professional and/or personal development.
- Expose the students to future employers.

Benefits of Internship:

❖ Benefits to the Industry:

- Students bring new perspectives to problem solving.
- Visibility of the organization is increased on campus.
- Freedom for industrial staff to pursue more creative projects
- Enhancement of employer's image in the community by contributing to the educational enterprise.
- Access to talented individual, fresh perspectives, increased visibility, cost-effective workforce, recruitment efficiency, community engagement.

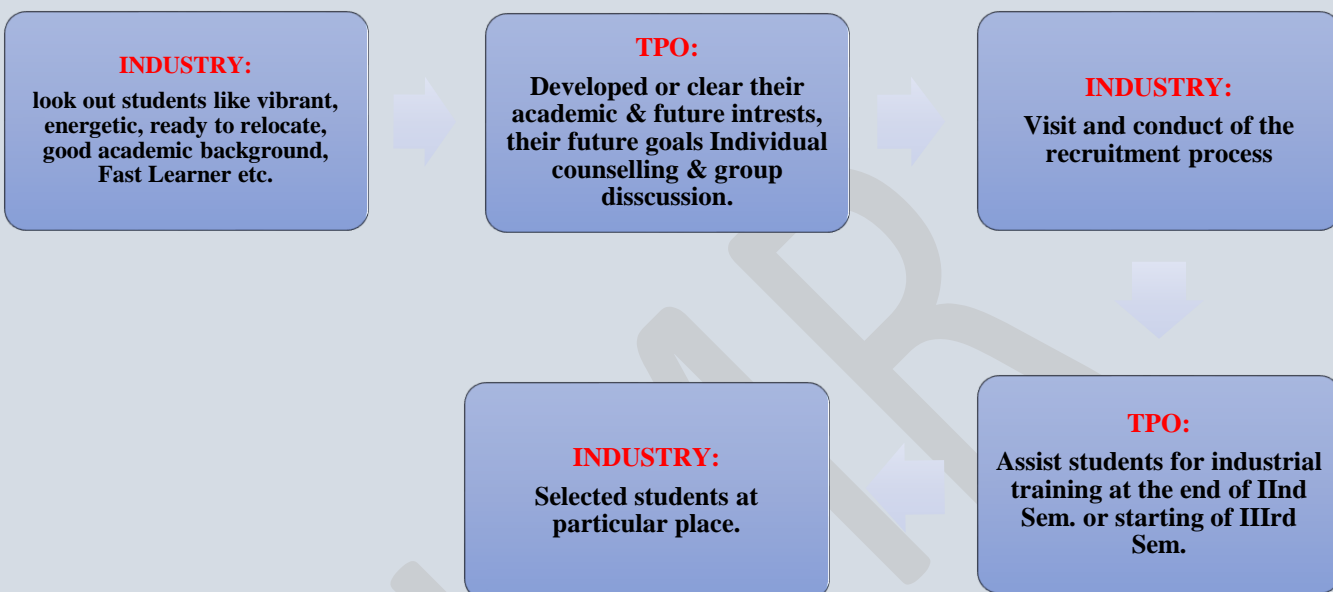
❖ Benefits to Students:

- Potential job opportunities, networking, resume enhancement, organizational evaluation.
- Opportunity to learn new skill development.
- An opportunity to get hired by the industry/ organization.
- Practical experience in an organizational setting.
- Helps them decide if the industry and the profession is the best career option to pursue.
- Opportunity to learn strategies like time management, multi-tasking etc. in an industrial setup.

❖ Benefits to the Institute:

- Improve or Build Industrial relations.
- Increase the institutional credibility.
- Easier placement process.
- Curriculum improvement.
- Identifies internship opportunities in industries.
- Coordinates with Faculties (Internal Guide) and maintains internship records.

Industry: Training & Placement Cell's Role:



Internship Duration and Academic Credentials:

At the end of Second Semester each student shall undertake a Summer Internship Project (SIP) for a minimum of 8 weeks. For SIP, 1 credit is equivalent to minimum 40-45 hours of effective work. SIP shall have 6 credits. It is mandatory for the student to seek advance written approval from the faculty guide and the Director of the Institute about the topic and organization before commencing the SIP.

Sr. No.	Suggested Schedule	Suggested Duration (In weeks)	Activities	Credits	CCE	ESE Marks	Total
MBA [Master of Business Administration]							
1	Summer Vacation After 2 nd Semester	8 Weeks	Intra Institutional Activities	6	50	50	100

Internship Guidelines:

- T&P cell arranges internships.
- TPO submit requests to industries along with student's name and specialization.
- TPO allocates students based on industry confirmation.
- Students submit joining reports, undergo internships, submit reports and obtain training certificates.
- T&P cell issues list of successful interns and proceed for evaluation as per SPPU.

Guidelines for Students:

- Involvement in placement activities (e.g. brochure design, recruiter lists, Presentations).
- Selection of students' placement committee.
- Submission of internship applications.
- Acceptance of internship offers regardless of job profile or location.
- Exemption from placement activities upon written request.
- Responsible behavior during interactions with recruitment teams.

This policy outlines the procedures and expectations of internships, aiming to bridge the gap between academic learning and al-world applications while benefiting students, the institute, and industry partners.