



Notice

Subject: Internship Viva Voce exam dates for B.Tech. 8th semester all branches, MCA (4th Sem), MA(JMC) (4th Sem) and B.Sc. Animation (6th Sem), M.Sc. Animation (4th Sem) students (2023 passing out batch).

In addition to the notice Ref. No. ETO/2023/873 dated 07.06.2023, students to note the following exam dates.

First Slot: - 19th to 23rd June 2023 (Only those students who need to pursue higher education/ Joining date issue with due proof to be submitted to departmental T&P coordinator before the exam)

Second Slot: - 13th to 20th July 2023 (for all the remaining students)

It is mandatory for students to get their report stamped from ETO admin office before submitting in the department. Students should present their work through Power Point presentation as well as training report.

The students must deposit the following documents in soft copy to the Employment and Training office failing which their result will be withheld. The link for uploading the documents will be shared by ETO.

- **1st assessment and 2nd assessment** from mentor (Performa available on website- to be submitted through mail at tnpcell@jcboseust.ac.in & hard copy submitted by students itself. Hard copy of Offer letter needs to be submitted to the ETO by students who are placed either on-campus or off-campus.
- **Training Completion Certificate/Internship certificate** (mentioning start date and end date on Industrial letter head, Performa available on website- as and when it gets completed)
- **Performa of Industrial Training Impact-feedback** (available on website, T-9 of Training forms)
- **Training report file with candidates' declaration** (format available on website, T-12 of Training forms)
- **Internship Offer Letter** (secured on-campus or off campus)
- **FTE Offer Letter** (secured on-campus or off campus)
- **No Dues Certificate** (get it signed physically from different departments and to be submitted in TPO office) (if not submitted)
- A geo-tagged self photograph of the work location.


09/06/2023
Prof. Rajesh Kr. Ahuja
(Training and Placement Officer)

Copy of above is forwarded to the following:

1. PS to VC- for kind information of the VC
2. PA to Registrar-for kind information of the Registrar
3. Dy. TPO, All ATPOs and Departmental Placement Coordinators
4. All Concerned Chairpersons
5. COE for information
6. Dean Academic Affairs
7. University Website