

**Sister Nibedita Govt. General Degree College for Girls
Hastings House, Alipore, Kolkata-27**

NOTICE

Notice No: SNGGDCG/ 194

Date: 14/07/2025

This is for the information of the all concerned that some Modalities of the Compulsory Summer Internship of UG course under CCF 2022 are as follows

1. Each Dept must instruct their students well that during Even SEM-Examination (SEM2/4/6) Form Fill-Up , they must be cautious to choose **“examination with internship”** OR **“examination without internship”**.
2. If “examination with internship” was chosen by the students, then only their names will be displayed in the CU Award List for Internship evaluation in that Semester Examination.
3. **Both** submission of Project note book and attending the **viva–voce are mandatory**. Any candidate failing to comply with either of the component shall be declared as unsuccessful in Internship. No marks shall be credited if the students are not enrolled for that even semester end examination.
4. **A period of dates for the viva–voce would be announced by the University of Calcutta for a particular Semester Examination**
5. Each Department must arrange the viva -voce Examination in that given time by **CU in presence of an External Examiner, appointed by the CU on basis of recommendation made by college (vide CU Notice No. CSR/48/2023 dt Dec29,2023 & CUS/155/24 dt. July2, 2024).**
6. The sample format for recommendation letter (both word and pdf file) will be emailed to each Department through official email address.
7. Departments are requested to take one copy of print out and to collect Memo No. from the office of the principal for that hard copy of the letter duly signed by HOD with stamp.
8. Separate Letters need to be issued for different Semesters.
9. **Last date for Submission of recommendation letter for appointment of External Expert is 17th July, 2025 before 4:00PM for the coming Even Semester Examination(s) to the Student Section for signature of the OIC.**

Sd-
Nodal Officers
Summer Internship
Sister Nibedita Govt. General Degree College for
Girls,
Hastings House, Alipore, Kolkata-27

Sd-
Dr. Sebanti Bhattacharya,
Officer-in-Charge
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