



KARNATAK UNIVERSITY, DHARWAD

ಕರ್ನಾಟಕ ವಿಶ್ವವಿದ್ಯಾಲಯ, ಧಾರವಾಡ

Exam Confidential Section
ಪರೀಕ್ಷಾ ಗೌಪ್ಯ ವಿಭಾಗ

“NAAC Accredited with “A” Grade 2022”

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ನಂ:/ಕವಿವಿ/ಪರೀಕ್ಷಾ/ಗೌಪ್ಯ/2024/ 163

ದಿನಾಂಕ: 13-06-2024

ಸುತ್ತೋಲೆ

ವಿಷಯ: ಜುಲೈ/ಆಗಸ್ಟ್ 2024 ರಲ್ಲಿ ರಾಷ್ಟ್ರೀಯ ಶಿಕ್ಷಣ ನೀತಿ 2020 (ಎನ್.ಇ.ಪಿ) ಅಡಿಯಲ್ಲಿ ಬರುವ ಎಲ್ಲ ಸ್ನಾತಕ ಪದವಿಗಳಿಗೆ Internship/Project Work /Field Work ಸಂಬಂಧಪಟ್ಟಂತೆ ರೂ.535/- ಶುಲ್ಕವನ್ನು ಆಕರಿಸುವ ಕುರಿತು

- ಉಲ್ಲೇಖ: 1. ಅಧಿಸೂಚನೆ ನಂ.ಕವಿವಿ/ಪರೀಕ್ಷಾ/ಗೌಪ್ಯ/2024/141, ದಿನಾಂಕ:04/06/2024
2. ವಿದ್ಯಾ ವಿಷಯಕ ಪರಿಷತ ಸಭೆಯ ಕಲಂ ಸಂಖ್ಯೆ:15, ದಿನಾಂಕ:11/06/2024

ಕರ್ನಾಟಕ ವಿಶ್ವವಿದ್ಯಾಲಯ ವ್ಯಾಪ್ತಿಯಲ್ಲಿ ಬರುವ ಎಲ್ಲ ಸಂಲಗ್ನ ಹಾಗೂ ಘಟಕ ಮಹಾವಿದ್ಯಾಲಯಗಳ ಪ್ರಾಚಾರ್ಯರುಗಳಿಗೆ ಈ ಮೂಲಕ ತಿಳಿಸುವುದೇನೆಂದರೆ, ಉಲ್ಲೇಖಿತ ಅಧಿಸೂಚನೆಯ ಪ್ರಕಾರ ರಾಷ್ಟ್ರೀಯ ಶಿಕ್ಷಣ ನೀತಿ 2020 (NEP) ಅಡಿಯಲ್ಲಿ ಬರುವ ಎಲ್ಲ ಸ್ನಾತಕ ಪದವಿಗಳ 2, 4 ಮತ್ತು 6 ನೇ ಸೆಮಿಸ್ಟರ್ (ರೆಗ್ಯುಲರ್/ರಿಪೀಟರ್) ವಿದ್ಯಾರ್ಥಿಗಳಿಗೆ ಪರೀಕ್ಷಾ ಅರ್ಜಿ/ಶುಲ್ಕ ತುಂಬಲು ಅಧಿಸೂಚನೆಯನ್ನು ಹೊರಡಿಸಲಾಗಿತ್ತು.

ಸದರ ಅಧಿಸೂಚನೆಯನ್ವಯ Internship/Project Work /Field Work ಗೆ ಸಂಬಂಧಪಟ್ಟಂತೆ ಉಲ್ಲೇಖಿತ 2 ರನ್ವಯ ದಿನಾಂಕ:11/06/2024 ರಂದು ಜರುಗಿದ ವಿದ್ಯಾ ವಿಷಯಕ ಪರಿಷತ ಸಭೆಯಲ್ಲಿ ಸದರ ವಿಷಯಕ್ಕೆ ಸಂಬಂಧಪಟ್ಟಂತೆ ಎಲ್ಲ ಸ್ನಾತಕ ಪದವಿಯ 6 ನೇ ಸೆಮಿಸ್ಟರ್‌ನ ವಿದ್ಯಾರ್ಥಿಗಳಿಗೆ Internship/Project Work /Field Work ಗೆ ಸಂಬಂಧಪಟ್ಟಂತೆ ಪ್ರತಿ ವಿದ್ಯಾರ್ಥಿಗೆ ಶುಲ್ಕ ರೂ.535/- ಗಳನ್ನು ಆಕರಿಸಲು ತಿಳಿಸಲಾಗಿದೆ. ಎಲ್ಲ ವಿದ್ಯಾರ್ಥಿಗಳಿಂದ ಸ್ವೀಕರಿಸಿದ ಮೊತ್ತವನ್ನು ಕ್ರೋಡಿಕರಿಸಿ SBI Collect Online ಮುಖಾಂತರ ವಿಶ್ವವಿದ್ಯಾಲಯಕ್ಕೆ ಭರಿಸಲು ಈ ಮೂಲಕ ತಿಳಿಸಲಾಗಿದೆ.

ಮುಂದುವರೆದು, Internship/Project Work /Field Work ಗೆ ಸಂಬಂಧಪಟ್ಟಂತೆ ಹೆಚ್ಚಿನ ಮಾಹಿತಿಗಾಗಿ ಅಧೀಕ್ಷಕರು ವಿದ್ಯಾಮಂಡಳ ವಿಭಾಗ ಹಾಗೂ ಪರೀಕ್ಷಾ ವಿಭಾಗ ಇವರನ್ನು ಸಂಪರ್ಕಿಸಬಹುದು.

ಸೂಚನೆ: Internship/ Project Work / Field Work ಮೌಲ್ಯಮಾಪನದ ಬಗ್ಗೆ ರಚಿಸಿರುವ ಮಾರ್ಗಸೂಚಿಗಳನ್ನು ಗಮನಿಸುವುದು.

ಅಡಕ:ಮೇಲಿನಂತೆ

ಕುಲಸಚಿವರು(ಮೌಲ್ಯಮಾಪನ)

ಗೆ,

ಕ.ವಿ.ವಿ. ವ್ಯಾಪ್ತಿಯ ಎಲ್ಲ ಅಧೀನ ಹಾಗೂ ಸಂಲಗ್ನ ಮಹಾವಿದ್ಯಾಲಯಗಳ ಪ್ರಾಚಾರ್ಯರುಗಳಿಗೆ.

ಪ್ರತಿಗಳು ಮಾಹಿತಿಗಾಗಿ ಹಾಗೂ ಮುಂದಿನ ಕ್ರಮಕ್ಕಾಗಿ:

- 1) ಹಣಕಾಸು ಅಧಿಕಾರಿಗಳು, ಹಣಕಾಸು ವಿಭಾಗ, ಕರ್ನಾಟಕ ವಿಶ್ವವಿದ್ಯಾಲಯ, ಧಾರವಾಡ.
- 2) ನಿರ್ದೇಶಕರು, ವಿದ್ಯಾರ್ಥಿ ಕಲ್ಯಾಣ ವಿಭಾಗ./ಎಸ್.ಸಿ/ಎಸ್.ಟಿ/ಕೆ-1/ಒಬಿಸಿ ಘಟಕ, ಕರ್ನಾಟಕ ವಿಶ್ವವಿದ್ಯಾಲಯ, ಧಾರವಾಡ.
- 3) ನಿರ್ದೇಶಕರು ಮಾಹಿತಿ ತಂತ್ರಜ್ಞಾನ ವಿಭಾಗ ಕ.ವಿ.ವಿ. ಧಾರವಾಡ. (ಅಧಿಸೂಚನೆಯನ್ನು ಅಂತರ್ಜಾಲದಲ್ಲಿ ಪ್ರಕಟಿಸುವುದು.)
- 4) ಆಪ್ತಕಾರ್ಯದರ್ಶಿಗಳು, ಕುಲಪತಿಗಳು/ಕುಲಸಚಿವರು/ಕುಲಸಚಿವರು(ಮೌಲ್ಯಮಾಪನ)/ವಿತ್ತಾಧಿಕಾರಿಗಳು, ಕವಿವಿ, ಧಾರವಾಡ.
- 5) ಸಿಸ್ಟಮ್ ಎನಾಲಿಸ್ಟ್, ಪರೀಕ್ಷಾ ಗಣಕಯಂತ್ರ ವಿಭಾಗ, ಕ.ವಿ.ವಿ. ಧಾರವಾಡ.
- 6) ಉಪಕುಲಸಚಿವರು/ ಸಹಾಯಕ ಕುಲಸಚಿವರು, ಪರೀಕ್ಷಾ/ ಹಣಕಾಸು/ ವಿದ್ಯಾಮಂಡಳ ವಿಭಾಗ, ಕ ವಿ ವಿ, ಧಾರವಾಡ.
- 7) ಅಧೀಕ್ಷಕರು, ಹಣಕಾಸು/ ವಿದ್ಯಾಮಂಡಳ ವಿಭಾಗ, ಕರ್ನಾಟಕ ವಿಶ್ವವಿದ್ಯಾಲಯ, ಧಾರವಾಡ.
- 8) ಅಧೀಕ್ಷಕರು, ಗೌಪ್ಯ/ಪ್ರಶ್ನೆಪತ್ರಿಕೆ/ಬಿ.ಎ./ಬಿ.ಕಾಂ./ಬಿ.ಎಸ್.ಸಿ./ಕಾನೂನು/ಘಟಕೋತ್ಪವ ಪರೀಕ್ಷಾ ವಿಭಾಗ, ಕವಿವಿ,ಧಾರವಾಡ.



Karnatak University, Dharwad

Guidelines to conduct Internship/Project Work/Field Work and assessment for all UG Programmes as per NEP-2020

The Karnatak University, Dharwad has introduced NEP-2020 for all UG Programmes from the academic year: 2021-22. As per NEP, Internship is mandatory for all the programmes in 5th / 6th Semester for 02 credits in the B.A. & B.Sc. programmes, 03 credits for independent degree programmes except BCA wherein it has 08 credits. A proper system of evaluation of student performance in internship and for the distribution of workload among teachers in practical and non-practical based subjects becomes necessary. This would resolve all ambiguities and standard measures of performance. Hence, the following guidelines:

1. General Instructions:

- a. All languages as DSC shall have SEC as alternative to project/field work/internship.
- b. All other subjects/degree programmes shall have project/field work as an alternative to internship.
- c. A one (01) credit internship shall be treated as equal to 30hrs on field experience.
- d. Internship shall be Discipline Specific of 45-60 hours (2 credits) with duration of 1-2 weeks.
- e. Internship may be full-time/part-time. A Full-time Internship may be conducted for 15 days for 2 credits subjects and 30 days for 3 credits subjects / degree before commencement of 6th semester or in last 1-2 weeks before closure of the semester or weekly 4 hrs in the academic session for 13-14 weeks.
- f. The College shall decide the suitable method programme wise and not subject wise.
- g. Each Internship mentor/supervisor shall avail work allotment during 6th semester for a maximum of 20 hours /semester.
- h. The student should submit the final internship report (45-60 hours of Internship) to the mentor for completion of the internship.
- i. There shall be Project work for Political science also in lieu of internship.
- j. There shall be Project work / Internship for languages (DSC) in lieu of SEC in 6th semester.
- k. Project work / Internship/ field work assessment shall be formative assessment only.

1. Assessment may be based on:
 - a. Activity logbook and evaluation report of Internship Supervisor
 - b. Format of presentation and the quality of the intern's report
 - c. Acquisition of skill sets by the intern
 - d. Originality and any innovative contribution
 - e. Significance of outcomes and attendance
 - f. Viva voce

2. Workload for teachers and Assessment:

A) Subjects having 02 credits (B.A. / B.Sc. / B.S.W.):

i. Workload:

1. Each Internship mentor/supervisor
 - a. For the project work having practical (laboratory based) shall have work load of 04 hours/week having 04 to 05 groups and that each group will have 04 to 05 students.
 - b. Project work for non-practical subjects, shall have 02 hours/week workload for teacher having 60 to 70 students.
 - c. General degree programmes irrespective of practical or non-practical subjects, where students opt for internship, shall have 02 hours/week workload for teacher for division having 60 to 70 students.

ii. Assessment:

Project work/field work/internship can be assessed as under:

1. Students shall submit a hand written report of project work / field work / internship having 40 to 50 pages (Printed copy is not allowed).
2. There may be a common report for the given group for submitting with hand written copy.
3. Distribution of marks:

a. Project report	- 20 marks
b. Presentation (5-10 minutes)	- 20 marks
c. Viva	- 10 marks
Total	- 50 marks
4. Assessment time table: Project Work / Internship report shall be assessed during Practical examination conducted as per University schedule i.e., before commencing theory examination.

5. Project Work / Internship report shall be assessed by two examiners- one internal and other external. The college shall invite the external examiner.
6. A pair of examiners shall assess the students for two batches per day having 20 students per batch.
7. Depending on number of students, college can create multiple batches for multiple pair of examiners.
8. All Project Work / Internship assessment have to be completed within 10 days.

B) Subjects having 03 credits (B.Com., B.Com(CS)., BBA etc.):

i) Workload:

1. Project work for non-practical subjects shall have 03 hours/week workload for teacher having 60 to 70 students.
2. Project work for practical subjects shall have 06 hours/week/teacher having 04 to 05 groups and each group shall have 04 to 05 students.
3. If the students opt for internship then there shall be 03 hours/week workload for teacher/division having 60 to 70 students for general degree programmes and 45 students for professional degree programmes.

ii) Assessment:

Project work/ field work/internship can be assessed as under:

1. Students shall submit the hand written report of project work / field work / internship having 40 to 50 pages (Printed copy is not allowed).
2. There may be a common report for the given group for submitting with hand written copy.
3. Distribution of marks:

a. Project report	- 35 marks
b. Presentation (5-10 minutes)	- 45 marks
c. Viva	- 20 marks
Total	- 100 marks
4. Assessment time table: The Project Work / Internship report shall be assessed during Practical examination conducted as per University schedule for practical papers and for non-practical subjects before commencing theory examination.
5. Project Work / Internship report shall be assessed by two examiners- one internal and other external. The college shall invite the external examiner.

6. A pair of examiners shall assess the students in two batches per day having 20 students per batch.
7. Depending on number of students, college can create multiple batches for multiple pair of examiners.
8. All Project Work / Internship assessment have to be completed within 10 days.

C) Assessment pattern for other degree programmes like BCA, B.T.TM, B.Sc.(HM) etc is as per the syllabus notified already

Note: All the External Examiners shall be paid TA / DA / Local allowance/
Remuneration (non-UGC) as per Karnatak University norms.

(To be given on Letter Head)

Annexure "A"

FORMAT OF INTERNSHIP COMPLETION CERTIFICATE

Date:

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Mr./ Miss. _____ student of _____ college studying in-----(UG) 6th semester -----(Subject) has successfully completed his/her Internship with_____. During the period of Internship he/ she worked under in the following areas.

I.

II.

He / She has shown special flair for_____and his/her performance in preparation of the report has been rated as----- (in 1 to 10 Points/Grade).

During the period his/her internship program he/she was punctual and hardworking. I wish Mr. /Miss.-----every success in his/her career and life.

Signature

Mentor of the Organization

(To be given on College Letter Head)

Annexure "B"

FORMAT FOR NOC TO BE OBTAINED FROM COLLEGE/INSTITUTION

Date:

Sub: - No Objection Certificate for Internship Programme at _____

This is to certify that Mr. /Ms_____is a bonafide student of this college studying in ----(UG) 6thsemester His / her ID No. is _____ The College has no objection for doing the Internship programme at_ _____ (Organization)_for the period from____to _____The conduct of the student as recorded by the College/Institution has been found good/ satisfactory.

HOD

Principal

MEMORANDUM OF UNDERSTANDING FOR STUDENT'S INTERNSHIPS

This Memorandum of Understanding (MoU) is made & entered into on-----
---- (Date) whereas----- college as first party and-----
----- (Internship offering Institution) as second party where as Offers
fully integrated hands-on training in (Area of Internship)

PURPOSE:

The MoU is being signed with----- (Internship offering Institution) as a partner to facilitate internships for students enrolled for B.A. / B. Sc./ B. Com./ BBA./ BCA./ any other in ----- College. This MoU between ----- College and----- (Internship offering Institution) will outline the collaboration to facilitate internships for Students enrolled in ----- College, Dept of ----- for the purpose of-----.

CONTEXT:

----- College, offers an Internship/Project (Under NEP 2020 Scheme) course in which students are given the opportunity for hands-on experiential learning through external organizations. -----
- College, is exploring partnership with different stakeholders and has identified----- (Internship offering Institution) as a potential partner.

AS PART OF THIS MoU, BOTH THE PARTIES HERETO AGREE TO THE FOLLOWING RESPECTIVELY:

- ----- (Internship offering Institution) will make all the necessary resources and guidance available to students registered through this partnership.
- ----- (Internship offering Institution) will not charge any amount to ----- College, for offering internships.
- Under this MoU ----- (Internship offering Institution) accepted to

offer internships to (Course)----- students during the 3/4 years course of study (in any semester of the student).

- Both the parties may terminate this MoU with the notice period of one Month. In this context, both parties have discharge their obligation.

VALIDITY:

This Agreement will be valid for Five years or until it is expressly terminated by either Party on mutually agreed terms.

RELATIONSHIP BETWEEN THE PARTIES:

It is expressly agreed that First Party and Second Party are acting under this MoU as independent contractors, and the relationship established under this MoU shall not be construed as a partnership.

Accepted and Agreed

Signature

Signature

First Party

Second Party

----- College

Internship offering Institution

Seal

Seal

Witness

Witness

1.

1.

2.

2.

Date:

Date:

Internship Acceptance Cum Undertaking Letter By The Students

To
The Principal
-----College

I hereby declare and undertake as following:

- I will maintain at least 75% attendance during the present semester.
- I am agreed to work on projects as directed by -----
College and staff of the Internship Organization.
- I agree to report to the Internship Organization----- (Name
of the Internship Organization) at times directed by the Internship
organization.
- I agree to follow the administrative policies of the Internship
Organization, including confidentiality policies, personnel practices,
and business protocols.
- I agree to abide by the -----College Code of Student
Conduct and any other College / departmental or program policies
relating to professional behavior.
- I hereby agree and confirm to abide by the terms and conditions set
out by the college for Internship/Project work. I further declare that
the college shall not be held responsible in the event of any
misfortune or loss resulting in permanent or temporary.
- I am responsible for my transportation, stay and other personal
arrangements during the Internship/Project work period.
- I am responsible for any cost, any kind of loss, damages, liability, or
expense, which may arise out of my performance of services at
Internship Organization.
- I will not ask the authority to re-conduct any Examination if missed
by me or request for anyother relaxation in this regard.
- I will maintain regular communication with my Program
Coordinator/ Mentor and keep him/her informed of my activities
during the internship period.

I will submit a copy of internship certificate as well as internship report
within____ working days of the completion of the internship to _____

Signature

Name:

Class and Section:

Register No/ID No:

Phone Number: