

# UMESCHANDRA COLLEGE

13, Surya Sen Street, Kolkata – 700012

No: 2 4 1 /SS-SM/2024-25

Date: 02.04.2025

## NOTICE

All students of Semester- II (under CCF, 2022), are hereby instructed to carefully go through the detail given below relating to 'Internship Programme' and fill up the Google form, the link of which is given at the end of this notification.

1. The institution agreed to co-ordinate internship programme along with hands on training
2. The course structure of the programme
3. Duration of the programme – **At least 15 days of 60 hours.**
4. Project work (Hands on Training)
5. Mode of Training
6. Fees (Chargeable)

Sl.No	Name of the Institution	Programme of Internship	Fees (₹)	Mode of Training
1.	NATIONAL YOUTH COMPUTER TRAINING INSTITUTE FOR SKILL DEVELOPMENT (NYCTISD)	The program focuses on WORKSPACE (IT)	775/-	Online
2.	NATIONAL INSTITUTE FOR INDUSTRIAL TRAINING (NIIT) KOLKATA	<b>1. Introduction to HR Managements (concept &amp; practice)</b> <ul style="list-style-type: none"><li>➤ Project Assignment</li><li>➤ Mentorship</li><li>➤ Industry Exposure</li><li>➤ Final presentation &amp; Evaluation</li></ul>	599/-	Offline

Sl.No	Name of the Institution	Programme of Internship	Fees (₹)	Mode of Training
3.	THE INSTITUTE FOR ADVANCE LEARNING AND SKILL DEVELOPMENT (WEBEL)	<b>Certificate in Business Analytics</b> <ul style="list-style-type: none"> <li>• Analytics Foundation</li> <li>• Business Analytics</li> <li>• Excel &amp; Advanced Excel</li> <li>• Understanding the GST</li> <li>• Understanding Tax system</li> <li>• Interview Preparation</li> <li>• Resume building</li> <li>• Group Discussion</li> <li>• Soft Skills &amp; Business communication</li> <li>• Project</li> </ul>	700/-	Offline
4.	IMS PROSCHOOL	<b>Fundamentals of Financial Modelling</b> <ul style="list-style-type: none"> <li>A) Financial Management</li> <li>B) Evaluation</li> <li>C) Business Strategies</li> <li>D) CAC (Customer Acquisition Cost)</li> </ul>	1800/-	Live Online
5.	ARDENT COMPUTECH PVT. LTD (IPO-INTERNSHIP PROVIDING ORGANIZATION (MSME)	<b>Office Automation (Basic knowledge of Computer)</b>	600/-	Offline/ Virtual/ Hybrid
6.	ASPASION CREATIVES FOUNDATION	<b>Marketing Digital Technology</b>	300-500	Offline
7.	COSMOS OF EDUCATION	<b>'START-UP MODEL'</b> <ul style="list-style-type: none"> <li>• Types of Revenue Models</li> <li>• Start-up Modelling – Cost Models</li> <li>• Franchise business – Set up &amp; Evaluation</li> <li>• Time value of Money Concept</li> <li>• Introduction to Stock Markets – Fundamentals &amp; Technical Analysis</li> </ul>	1,400/-	Online
8.	ICA ULTADANGA BRANCH	<b>Computerised Accounting and Business Solutions Programme-</b> <ul style="list-style-type: none"> <li>• BCA</li> <li>• Typing</li> <li>• Tally Prime</li> <li>• ZOHO Books</li> <li>• Soft Skills</li> </ul>	1499/-	Offline
9.	IRIS ACADEMY	<b>Photography</b>	1000/-	Offline

10.	BSE (Bombay Stock Exchange) Institute	Practical Training on Financial Markets II	4499/- Including GST	Offline
-----	---------------------------------------	--	----------------------	---------

### Instructions for the students-

- (a) The students' 'Internship Programme' is mandatory under UGC and Calcutta University Regulation.
- (b) The internship may be for a period of **15 days to 30 days with at least 60 hours duration**. As per UGC and CU Regulation internship may be undertaken either at the end of 2<sup>nd</sup> /4<sup>th</sup> /6<sup>th</sup> Semester with or without exit from the B. Com Course.
- (c) Submission of Project Note Book (50 marks) and attending the Viva–Voce (25 marks) are mandatory. Any candidate fails to comply with either of the component shall be declared as unsuccessful in Internship.
- (d) Each student should fill up the application for internship through Google Form the link of which is given at the end of this Notice.
- (e) Each student has to select **only one institution**. Institution once selected by the students cannot be changed afterwards.
- (f) On finalisation of the institution and the course structure, the students should take admission to their respective selected institution through the institution's Admission Desk to be set up in the College.
- (g) Finally, after admission, the class timing, venue will be informed by the concerned institute where the students have taken admission.
- (h) **The mode of payment of fees, the date of taking admission all will be notified time to time in the College website and the students are strictly instructed to follow the website of the college.**
- (i) After successful completion of the course, the certificate issued by the institute along with the project report will be submitted by the students before the external experts as sent by the University on the day and date as fixed by the college for evaluation of the projects. Without such evaluation the students will be declared absent and his/her degree will remain incomplete.
- (j) The students may also opt for doing their internship programme through **self-initiative**. In that case, they have to do the programme **at their sole responsibility**. Before

starting internship programme, they **must submit before the Nodal Officer an application, addressing the Principal**, through Nodal Officers of the respective Campus, seeking permission for doing internship through self-initiative. After completion of their internship programme the students must submit before the Nodal Officer -

- (i) The Report of their intern programme prepared by them; and
  - (ii) The Certificate issued by the institute where they have done their internship programme.
- (k) After the completion of the Internship Programme, an external expert appointed by the University will come to the college on the day and date as fixed by the college for evaluation of the projects.
- (l) For any updation follow college website regularly.

**(m) The last date for filled in Google Form is 10.04.2025**

(n) Google Form Link: <https://forms.gle/ETMdecNUqxDKNWLdA>

**NOTE:** (1) The students should note that any training programme mandatory under any course by any Institution will not be accepted for Internship Programme. However other training may be accepted provided it is not as per the Regulation of any Professional Institution.

**(2) For any query contact the Nodal Officers in between 8.00 a.m and 12 Noon. Any phone call beyond this time will not be entertained. In that case you may mail at [intershipucc@gmail.com](mailto:intershipucc@gmail.com)**

- (a) Dr. Sanjoy Ghosh – Main Campus (8240716829)
- (b) Prof. Mercy Hembram – Extended Campus (6290361754)
- (c) Prof. Jyoti Paswan – Extended Campus (8918671634)

  
**Dr. Md Tofazzol Haque**  
*Principal*  
**Umeschandra College**

**Copy to:**

Notice Board  
Class Circulation  
Nodal Officer, Internship Programme  
Principal's File  
Students' Union,  
College Website