

# SANT LONGOWAL INSTITUTE OF ENGINEERING & TECHNOLOGY

LONGOWAL

(DEEMED TO BE UNIVERSITY)  
OFFICE OF DEAN (ACADEMICS)

Ref. No. Dean (A)/ 521

Dated: 05/06/2024.

## CIRCULAR

**Subject: Guidelines for Training / Internship (Students of other Institutes/ Colleges/ Universities).**

In partial modification to Circular No.SLIET/ Dean (A)/2021/4013 dated 24<sup>th</sup> June, 2024 on the subject cited matter, the competent authority has approved to include the Students of Schools also, for undergoing Training/ Internship in various departments of Sant Longowal Institute of Engineering and Technology, Longowal in view of NEP-2020.

### **Application procedure:**

1. Applicant should be a student and provide a formal request duly signed by the Principal/ Headmaster of the parent School.
2. Consent of interested faculty/ Department of SLIET, Longowal is essential at the time of making an application.
3. Those departments, which are willing to take such students should put up a notice on Institute website specifying maximum number of available seats & detailed process/criteria of selection.

### **Applicable fees and other charges:**

4. The Training or Internship fee will be charged as per following structure:

Less than or equal to 02 weeks	Rs.2,500/-
02 to 04 weeks	Rs.5,000/-

5. The Institute (SLIET) will not have any financial and legal liability for any mishap occurring during training or internship at SLIET, Longowal. The parents of candidate/ student must fill up Affidavit/Bond in the attached format along with signatures of two witnesses from the parent School.
6. The Institute (SLIET) will not provide the raw materials, if required, during the training or internship. If required, the candidate has to bear all the charges related to usage of raw material/ testing or any other charges as specified by the Institute, time to time.

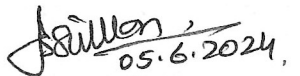
### **Accommodation:**

7. Accommodation may be provided in the institute campus on chargeable basis (if available).
8. The concerned department must maintain a list of candidates/ students for record purposes.
9. The concerned faculty will act as the local official/ local guardian for such candidate (s).

### **Final Report:**

10. At the end of internship period, the candidate/ student must submit the report of the work performed to the concerned department for record. The report should be counter-signed by the concerned faculty of the department.
11. The department will maintain the year-wise record of such reports.

This is being issued with the approval of competent authority dated 04.06.2024.

  
(Dr. J.S.Dhillon)  
Dean (Academics)

Copy to :-

1. Director - for information please.
2. All Deans/HODs - for information and necessary actions, as may be required, please.
3. File copy

**(Format of Affidavit for Training/ Internship for the students from Schools)**

**(Self-attested)**

In consideration of your having agreed to admit me for imparting practical training/ summer training/ Internship for School Students during the period from \_\_\_\_\_ to \_\_\_\_\_.

I, \_\_\_\_\_ F/o \_\_\_\_\_, resident of \_\_\_\_\_, District \_\_\_\_\_, hereby undertake, that:

1. My ward namely \_\_\_\_\_ is a regular student in (name of school) \_\_\_\_\_.
2. He/ She is presently studying in \_\_\_\_\_ class.
3. My ward shall undergo the said training/ internship at my cost and responsibility. I am ready to pay the applicable charges, if any, during the duration of the Training/ Internship.
4. Me and my ward shall abide by the rules and regulations in force and orders issued by the Institute i.e. Sant Longowal Institute of Engineering and Technology, Longowal, from time to time, during the duration of the said Training/ Internship.
5. Me and my ward shall not claim any kind of grant or stipend whatsoever in respect of the said Training/ Internship.
6. Me and my ward shall keep harmless and keep indemnified against any claim for compensation resulting from any injury whether by accident or otherwise during the said Training/ Internship.
7. The work carried out by my ward during Training/ Internship at Sant Longowal Institute of Engineering and Technology, Longowal and any IPE/ Patent awarded will be owned by SLIET only.

Signature of Parent

Date: \_\_\_\_\_

**Witness-1: Teacher from the Parent School**

Signature: \_\_\_\_\_

Name (in Capital Letters): \_\_\_\_\_

Address: \_\_\_\_\_

District: \_\_\_\_\_ State: \_\_\_\_\_

Pin Code: \_\_\_\_\_

**Witness-2: Principal/ Headmaster of the Parent School**

Signature: \_\_\_\_\_

Name (in Capital Letters): \_\_\_\_\_

Address: \_\_\_\_\_

District: \_\_\_\_\_ State: \_\_\_\_\_

Pin Code: \_\_\_\_\_