

"समृद्धि स्वावलंबन मिशन"

An Integrated Professional Skill Development, Community Economy
& Human Development Initiative

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INTERNSHIP ENROLLMENT / APPLICATION FORM (For Undergraduates / Entrepreneurs - UGC CBCS 4 Credit Internship / Training Program)

1. Personal Information

Particulars	Details
Full Name of Student	
Father's / Guardian's Name	
Mother's Name	
Parent's Contact Number	
Gender	Male / Female / Other
Date of Birth	____ / ____ / ____
Aadhaar Number	
Mobile Number	
WhatsApp Number	
Email ID	
Permanent Address	
District	
State	
PIN Code	

2. Academic Information

Particulars	Details
University Name	
University Registration No.	
College Name	
Course / Program / Subject	
Class with Semester / Year	
College Roll Number	
Academic Session	

3. Internship Selection Details

Preferred Internship Domain (✓ Tick Any One)

- Trade, Agriculture & Rural Development
- BFSI (Banking, Finance & Insurance)
- Information Technology & Digital Skills
- MSME & Entrepreneurship
- Emerging Technologies (AI/ML/IoT etc.)
- Communication & Education
- Social Development & NGO Management

Preferred Internship Project Area

- Research Based
- Field Survey Based
- Technical / IT Project
- Social & Community Project
- Business Development Project
- Startup & Entrepreneurship Project

Selected Internship Topic Title:

4. Internship Execution Preference

Preferred Internship Mode: (Applicable for Orientation + Basic Training + Topic Understanding + Report / Research writing /Thesis + presentation only)

Offline

Online / Virtual

Hybrid Mode

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Preferred Internship Duration

15 Days (6 Hours Daily)

20 Days (4.5 Hours Daily)

Flexible / Off-Time

Comfortable for Field Work	Yes / No
Ready for Travel / Visits	Yes / No

Preferred Timing

Morning Batch

Afternoon Batch

Evening Batch

Weekend Batch

5. Skills & Interest Area

Skills / Interests	Details
Computer Skills	
Technical Skills	
Languages Known	
Areas of Interest	
Career Goal	

2. CAREER ASPIRATION & OBJECTIVES

1. Why do you want to join this internship program?

2. What are your career goals after graduation?

3. What skills do you expect to develop during this internship?

7. Documents Attached

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(✓ Tick Applicable)

- Passport Size Photograph
- College ID Card
- College Consent / Recommendation Letter
- Aadhaar Card Copy (Optional)
- Academic Marksheet (Optional- if interested for job training & placement)
- Resume / CV (Optional- if interested for job training & placement)

8. Emergency Contact Details

Particulars	Details
Emergency Contact Person	
Relation with Student	
Contact Number	

9. Declaration by Student

I hereby declare that all the information furnished in this application form is true and correct to the best of my knowledge and belief. I agree to abide by the rules, regulations, discipline, and internship guidelines prescribed by NExcellent Consultancy Private Limited (NCPL) and the concerned academic institution/university.

I understand that the internship is conducted under the UGC CBCS 4-Credit Internship Framework (120 Hours) / independent as entrepreneurs, and successful completion requires participation in practical training, field work, report submission, presentation, and viva-voce.

I also understand that optional training support, certification, and academic facilitation services may be provided as per institutional norms.

Student Signature	Date
	____ / ____ / ____

10. Parent / Guardian Consent

I hereby permit my son/daughter/ward to participate in the internship program organized by NExcellent Consultancy Private Limited (NCPL). I understand the nature and objectives of the internship program and agree to support his/her participation.

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Parent / Guardian Signature	Date
	___ / ___ / ____

Name: _____ Mobile No.: _____

11. College / Institution Recommendation

(In Case of Consent Letter is not Available)

This is to certify that Mr./Ms. _____, pursuing subject _____, Semester _____ is a bona fide student of our institution and is recommended / permitted to undertake the internship program in the Internship Area of Research or skill development Area Named _____ with internship Topic Title _____ and he/she is eligible for Research / field fork hand on skill at NExcellent Consultancy Private Limited (NCPL) under the UGC CBCS Internship Framework.

Name of HOD / Mentor/ Internship Coordinator	Seal & signature
Designation :	
Name of College:	Contact No. :

12. TERMS & CONDITIONS

1. Minimum 90 Hours practical engagement is compulsory.
2. Final report, PPT presentation, and viva are mandatory for completion.
3. Attendance below prescribed limits may lead to disqualification.
4. Internship certificate shall be issued only after successful completion and evaluation.
5. Students must follow organizational discipline and ethical guidelines.
6. Internship may be conducted through field, office, virtual, or hybrid mode as per project requirements.
7. Advanced internship and stipend opportunities may be offered to outstanding performers as per organizational policy.

13. For Office Use Only (NCPL)

Particulars	Details
Application ID	
Registration No.	
Date of Registration	
Domain Allotted	
Topic Approved	
Internship Mode	
Field Work Area	
Mentor Assigned	
Batch	
Fee Status	Paid / Unpaid
Remarks	
Supervisor	
Mentor	
Internship Officer	Er. Simpal Kumari (IT Program Executive) Contact: 91997 57315

INTERNSHIP ACCEPTANCE LETTER

Letter No. : ___ / ___ /INT-NCPL

Reference No. :

Date : ___ / 05 / 2026

To

_____ (Student Name)

_____ (Registration No.)

_____ (Institution)

Dear Candidate,

We are pleased to accept your application and offer you internship at our organization. Our Organization Satisfy all the requirement as provided in the “LNMU Guidelines for Undergraduate Programmes.

We appreciate your interest in our organization.

Thank You.

Supervisor / Head of IPO

(Signature & seal)

