Gujarat Technological University, Ahmedabad

Guidelines for Summer Internship

SIP EVALUATION:

The SIP report is to be evaluated by a panel consisting of one Internal Supervisor (faculty guide) and one External Referee appointed by Gujarat Technological University which will be rated as "Satisfactory,", or "Incomplete / Not Satisfactory". The student/s is/are expected to make a 15 to 20 minutes presentation before the examiners regarding the SIP project work undertaken, which will be followed by questions by the examiners. All those students whose summer projects reports are rated as " Incomplete / Not Satisfactory " shall have to repeat the training for a period suggested by the panel and re-submit the same for evaluation to the internal supervisor.

It is desirable that SIP Report is submitted by every individual student separately . However , SIP Report by 2 students could be permitted (such reports can not be rated high) .

CRITERIA FOR EVALUATION OF SIP

Total marks for SIP project is 200 and it carries 6 credits. The marks will be awarded in proportion of 70:30 by external and internal examiners respectively . Internal Faculty Guide will give the marks out of 60 and the External Evaluator will allot the marks out of 140 on the basis of criteria spelt out in Excel Sheets annexed .

In case , marks secured by a student is less than 70 in evaluation by External Expert appointed by GTU or less than 30 in evaluation by Faculty Guide , the student's project shall be considered as ' Unsatisfactory ' . External examiner must give specific remark 1. Resubmission of Report or 2. Retraining by specifying period .

The reports shall be signed by respective examiners viz., External and Internal and Consolidated Report signed by both External and Internal examiners as well as by Director / Principal / HOD of the Institute affixing seal of the Institute . These reports have to be put in envelopes sealed in the presence of external examiner on respective day of examination . It is the responsibility of head of the college to submit sealed reports and attendance sheets to the Office of Controller of Examinations , GTU within 4 working days of the last day of viva voce of the college . External examiners are advised to carry one copy of the reports in envelopes sealed in the presence of Head of the College . External examiner is supposed to preserve the reports in sealed condition till the announcement of result of SIP by GTU .

Evaluation Process must start by 10 am and end by 5.30 pm with a lunch break of 30 mts . On hall ticket of student , date and time must be testified by examiners .