GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

"A STATE UNIVERSITY ESTABLISHED BY THE GOVT. OF NCT OF DELHI"

UNIVERSITY SCHOOL OF AUTOMATION & ROBOTICS (USAR)

East Delhi Campus, Surajmal Vihar, Delhi – 110 092 Email Id: dean.usar@ipu.ac.in.

F.No. 58-22(6)/2026/USAR/Major Project(Intern.)/3224ᴸ   **Dated: 23ʳᵈ Feb., 2026**

IMPLEMENTATION GUIDELINES FOR B.TECH. (ALL BRANCHES) FOR MAJOR PROJECT/ INTERNSHIP

For students pursuing B.Tech (8ᵗʰ Semester)

The Major Project/Internship report shall be carried out for the entire duration of the semester, in alignment with the University Academic Calendar. Students opting for an industry internship must submit an application along with formal approval/ consent from the concerned company on or before **27ᵗʰ Feb, 2026.**

1. The proposed internship topic shall be reviewed and approved by the allotted faculty supervisor before the student is permitted to proceed with the internship.

2. The student has to pursue his internship in the relevant engineering discipline/ interdisciplinary engineering branch.

3. Students who fail to submit the application by **27ᵗʰ Feb, 2026** will be assigned a project topic by the allotted faculty supervisor and they will be required to complete the in-house Major Project during the semester.

4. In case students secure an internship, at a later stage during the semester, they may undertake it at their own discretion but the evaluation will be solely based on the major project completed under the guidance of the allotted faculty supervisor.

5. Students doing internship in **non-tech roles** have to compulsory pursue major project under the supervision of faculty supervisor.

Implementation Guidelines

Regardless of whether a student opts for an internship or an In-house Project, the following documents must be submitted at the time of evaluation:

1. **Internship Offer Letter (for Internship students only):** Students opting for an internship must submit a copy of the offer letter. The letter must clearly mention the *internship period and duration.* The internship must cover the duration of the 8ᵗʰ semester in alignment with academic calendar. However, the internship may continue even after the external examiner completes the final evaluation of the internship report.

2. **Weekly Progress Report (For all students - Internship/ In-house Project)**: Every student permitted to proceed with an internship or an in-house project must maintain a weekly progress report of the activities performed.

   a. Student pursuing internship must email the weekly progress report to respective faculty supervisor.

   b. Student pursuing major project has to report to respective faculty supervisor for in-person meeting at least once a week.

   c. The progress report must be approved weekly by the faculty supervisor.

3. **Internship Completion Certificate**: Before the external examiner evaluates the internship report, the student must submit an internship certificate issued by the Industry Supervisor.

   a. The certificate must clearly mention the start date and completion date of the internship.

   b. If the internship is likely to continue after the final University evaluation, the certificate must explicitly state this.

23.2.26

(Prof. Arvinder Kaur)
Dean, USAR

Copy to through E-mail:

1. Head, UITS, with a request to upload the same on the University website for information and necessary action to all students.
2. All the faculty members (Regular/ Contract/ Guest) of USAR.
3. S.O. Student Cell, USAR for information and necessary action to all the concerned students.
4. All Notice Boards.
5. Guard File.

(Vijendra Singh)
Assistant Registrar, USAR