Terna Engineering College, Nerul (East)- Navi Mumbai

Knowledge to Empower

Internship Policy.

Issued by: IQAC – Terna Engineering College, Navi Mumbai

Date: 9th September 2025

1. Background

Terna Engineering College (TEC), affiliated with the University of Mumbai (UoM), follows a curriculum that traditionally does not mandate internships as part of the academic credit structure. Historically, campus placements were conducted from Semester VII onwards, where students directly joined companies post-graduation as trainees and underwent 3–6 months of training within the company before being assigned projects.

However, with changing industry dynamics and a global economic recession, companies increasingly prefer candidates who have completed structured internships. Currently, around 60% of placements occur through internships. To ensure employability and industry readiness, TEC must integrate a formal internship policy aligned with AICTE's mandate and NEP 2020 guidelines.

2. Scope

This policy applies to all UG students of TEC from Semester III onwards and aims to:
- Facilitate industry internships while balancing academic schedules.
- Enable students to secure placement opportunities through internship-to-job conversions.
- Prevent exploitation of students in the name of internships (e.g., paid certifications without genuine training).
- Provide structured monitoring and support by HoDs, TPO, and faculty members.

3. Objectives

1. Provide structured exposure to industry practices, culture, and skill requirements.
2. Enhance employability by ensuring students gain practical, hands-on experience.
3. Develop a flexible internship framework that accommodates academic requirements.
4. Establish a transparent mechanism for internship approval, monitoring, and certification.

4. Policy Guidelines

a) Duration & Timing

- Internships may start from Semester III onwards.
- Friday/Any day as per the department time table flexibility: Since Friday has a reduced academic load, students may attend Internships on Fridays/as per department load, with prior approval of HoD/Dept. TPO.
- Students must attend at least 2 full academic days per week in college.
- Longer internships may be permitted during semester breaks, winter/summer vacations.

b) Approval & Allocation

- HoD/Department TPO/Faculty Members/TPO will coordinate with industry partners to negotiate flexible internship schedules.
- Students must apply for internships through the Training & Placement Cell (TPC).
- Each student will be assigned a faculty mentor for internship monitoring.

c) Monitoring & Evaluation

- Students must maintain an Internship Diary/Logbook for time-to-time monitoring – prepared by TPO.
- Monthly progress reports must be submitted, signed by the industry supervisor, and faculty mentor.
- TPO/HoD will conduct periodic reviews with companies to ensure genuine learning outcomes.

Course is not treated as Internship only. Can be treated as pre-knowledge activity.

d) Safeguards

- Exploitation in the name of internships will not be accepted.
- Fake internships will result in disciplinary action and rejection of credits.

5. Roles & Responsibilities

- Training & Placement Officer (TPO): Coordinate internships, negotiate flexibility with industry, maintain records.
- HoDs: Approve internships, monitor department-level participation.
- Faculty Mentors: Guide students, verify diaries, and conduct evaluations.
- Industry Supervisor: Assign tasks, monitor attendance, certify completion.
- Students: Participate actively, maintain logs, and adhere to policy guidelines.

6. Outcomes

- Increased internship-to-placement conversions.
- Improved employability and industry readiness of students.
- Alignment with AICTE/NEP 2020 guidelines despite UoM syllabus limitations.

7. Review & Updates

The policy will be reviewed annually by the IQAC and Training & Placement Cell based on placement data, industry feedback, and student performance.

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