

9/9/26

NOTICE

(Off-Campus Students)

Regarding Internship Report File Signing & Viva

All students are hereby informed that the **Internship Report File Signing and Viva Voce** will be conducted as per the schedule given below.

1. Report File Signing – 9th, 10th, 11th September

- Students are required to report on **9th, 10th, 11th September** for verification and signing of their internship report.
- **Only ONE report/file per student will be verified and signed.**
- The **2 copies** required for the Viva will be **photocopies of this one signed report**. Students are **not required to get three separate reports signed**.
- Students must ensure that the report is complete, properly arranged, and ready for verification before coming for signing.

2. Viva Voce – 14th, 15th & 16th September

On the scheduled Viva Voce dates, i.e. **14th, 15th and 16th September**, students must:

- Bring **2 copies of the signed internship report**. These copies must be **photocopies of the single original report signed during 9th–11th September**.
- Submit the **Original Mentor Feedback and Internship Logbook & photocopy of Certificate of completion** on the date of the Viva. Submission of both documents is mandatory.
- Keep your **original documents/certificates** readily available for verification at any time during the Viva process.
- Ensure that all information provided in the report is accurate and that all necessary supporting documents are available.

IMPORTANT INSTRUCTIONS: -

Only ONE report per student will be signed. The remaining copies required for the Viva must be photocopies of the same signed report.

Mentor Feedback, Logbook and photocopy of Certificate of completion are mandatory and must be submitted on the student's Viva date.

All students are required to strictly follow the above instructions and adhere to the Viva schedule.

9/9/26

VIVA SCHEDULE**(For information of Students)****The students are required to report according to the schedule mentioned below:**

S.No.	Supervisor	Date, Day and Time	Room No
1	Ms. Anjani Kumar	14/9/26, Monday 11am-1pm	54
2	Dr. Apoorva	14/9/26, Monday 11am-1pm	55
3	Dr. Balpreet Singh	14/9/26, Monday 11am-1pm	56
4	Dr. Meenakshi Rana	14/9/26, Monday 11am-1pm	60
5	Dr. Harpreet Kaur	14/9/26, Monday 11am-1pm	63
6	Mr. Harsh Thakur	15/9/26, Tuesday 11am-1pm	56
7	Dr. Jatesh Kumar	14/9/26, Monday 11am-1pm	58
8	Dr. Jatinder Kaur	14/9/26, Monday 11am-1pm	57
9	Ms. Kajal Chaudhary	15/9/26, Tuesday, 11am-1pm	54
10	Dr. Mandeep Sanehi	15/9/26, Tuesday, 11am-1pm	55
11	Dr. Manoj (Maths)	15/9/26, Tuesday, 11am-1pm	57
12	Dr. Meenu Bansal (Eco)	15/9/26, Tuesday, 11am-1pm	60
13	Dr. Gurvinder Singh	15/9/26, Tuesday, 11am-1pm	63
14	Dr. Sunita Panigarhy	15/9/26, Tuesday, 11am-1pm	59
15	Dr. Tanvi (Soc)	15/9/26, Tuesday, 11am-1pm	58

Megha Dewgan
 Internship Coordinator,
 Arts)

for Principal
 Dr.