



Marri Laxman Reddy Institute of Technology and Management

(UGC Autonomous)

Dundigal, Hyderabad – 500043

Internship Policy

Revision No: 3, With effect from 23rd March 2026

MLRS/Admin/2025-26/20

Marri Laxman Reddy Institute of Technology and Management (MLRITM) is committed to nurturing technically proficient, industry-ready engineers through a curriculum that seamlessly bridges academic knowledge with professional practice. Central to this commitment is the Internship Programme – a structured, outcome-driven experiential learning initiative that equips students with the competencies demanded by contemporary industry and emerging technology ecosystems.

Version 3.0 of this policy marks a significant institutional milestone. In recognition of the transformative role that Centres of Excellence play in driving domain-specific innovation, skilling, and research at MLRITM, this revised policy formally integrates the Centres of Excellence framework into the internship architecture. Henceforth, all in-house internships shall be conceived, designed, and delivered through the Centres of Excellence of the relevant department, ensuring that every internship experience is rooted in advanced, focused, and outcome-oriented learning.

This policy governs both the Full-Term Internship (FTI) - an integral component of the B. Tech academic curriculum - and the Summer Internship Programme (SIP), including its in-house variant delivered through departmental Centres of Excellence.

1. OBJECTIVES:

The objectives of the Full-Term Internship Policy are to:

- **Provide extended and immersive industrial exposure** to deserving B. Tech students in relevant engineering domains.
- **Enable effective application of theoretical knowledge** acquired through academic coursework to real-world industrial practices.
- **Enhance technical competence and hands-on engineering skills** through structured, full-time industry engagement.
- **Develop professional skills**, including problem-solving, teamwork, communication, and workplace ethics.
- **Familiarize students with contemporary technologies, tools, and industry standards** aligned with their discipline.
- **Improve employability and career readiness** by exposing students to professional work environments and expectations.

2. CENTRE OF EXCELLENCE (COE) – INSTITUTIONAL FRAMEWORK

2.1 Significance of Centres of Excellence at MLRITM

The Centres of Excellence at MLRITM represent the pinnacle of the institution's academic and technical capability. Each Centres of Excellence is a dedicated, domain-specific hub that integrates advanced infrastructure, expert faculty, industry partnerships, and a curated curriculum to drive innovation, research, and world-class skill development. The Centres of Excellence are not merely laboratories - they are dynamic ecosystems that continuously evolve in response to industry trends and technological advancements.

2.2 In-House Internships via Centres of Excellence

With effect from Academic Year 2025-26, all in-house internships at MLRITM shall be exclusively floated and administered through the Centre of Excellence of the respective department. This ensures that every in-house internship is:

- Anchored in domain expertise and delivered by qualified faculty and industry-aligned trainers affiliated with the Centres of Excellence.
- Aligned with the latest technological advancements, tools, and professional practices relevant to the internship domain.
- Designed to achieve specific, measurable, and verifiable learning outcomes in consonance with Programme Outcomes (POs) and Course Outcomes (COs).
- Governed by structured quality parameters established jointly by the Centres of Excellence Head, Dean-IQAC, and the Department Head of Department
- Documented and reported to serve institutional accreditation and audit requirements.

2.3 Centre of Excellence Domains and Internship Focus Areas

The following table illustrates the primary Centre of Excellence domains, their associated departments, and the internship focus areas they cover:

CoE Domain	Department	Internship Focus Areas
Artificial Intelligence & ML	CSE / IT	ML Models, NLP, Computer Vision
Data Science & Analytics	CSE / IT / MCA	Big Data, BI Tools, Visualization
Cybersecurity & Networks	CSE / ECE	Ethical Hacking, Cloud Security
VLSI & Embedded Systems	ECE / EEE	IoT, Embedded Programming
Robotics & Automation	MECH / ECE	Robotics, PLC, Industrial Automation
Civil & Structural Eng.	CIVIL	BIM, Structural Analysis, GIS

Note: The above list is indicative. Centres of Excellence domains may be updated periodically in alignment with emerging industry requirements and institutional priorities.

2.4 Key Outcomes of the Centres of Excellence -Driven Internship Model

The Centres of Excellence -centric internship framework is designed to deliver the following transformative outcomes:

For Students	For the Institution
<ul style="list-style-type: none"> • Mastery of domain-specific technical skills through structured, hands-on project work in world-class CoE facilities. • Exposure to industry-grade tools, platforms, and methodologies. 	<ul style="list-style-type: none"> • Strengthened NBA/NAAC outcomes through documented, outcome-mapped internship activities. • Deeper integration of CoEs into the academic and co-curricular ecosystem.

<ul style="list-style-type: none"> • Research acumen, problem-solving aptitude, and innovation mindset. • Professional certification pathways and portfolio development. • Enhanced placement readiness and entrepreneurial orientation. 	<ul style="list-style-type: none"> • Elevated industry reputation and enhanced institutional rankings. • Increased research output, IP generation, and startup initiatives. <p>A cohesive, innovation-driven campus culture.</p>
---	--

3. Types of Internships

3.1 Full-Term Internship (FSI)

The Full-Term Internship (FSI) is a formal, credit-bearing component of the B. Tech curriculum under the MLRS-BT25 Academic Regulations. It constitutes a Full Semester Internship (FSI) of 14 credits, undertaken exclusively in the VIII Semester.

3.2 Summer Internship Programme (SIP)

The Summer Internship Programme (SIP) provides students with structured professional exposure during the summer recess. The SIP is offered in two modalities:

3.2.1 Industry-Based Summer Internship

Students undertake internships at external industry organizations, R&D institutions, PSUs, startups, or innovation hubs approved by the Institute. All standard rules, regulations, and supervision norms prescribed in Section 6 of this policy apply.

3.2.2 In-House Summer Internship via Centre of Excellence

In-house summer internships are exclusively floated through the Centre of Excellence of the respective department. These internships leverage the CoE’s advanced technical infrastructure, expert faculty, and curated curriculum to deliver a rigorous, industry-aligned learning experience within the campus ecosystem.

Key Distinction: In-house internships are not general workshops or training programmes. They are structured, outcome-mapped, formally assessed engagements delivered under the authority of the departmental CoE, with the same rigour expected of external industry internships.

4. Role & Responsibilities of the SPOC

Each department shall designate a Single Point of Contact (SPOC) for the Summer Internship Programme. The SPOC is the operational anchor of the internship, responsible for end-to-end coordination, quality assurance, and outcome documentation. The SPOC functions under the direct supervision of the Head of the CoE, Head of Department, and Dean-IQAC.

S. No.	Area of Responsibility	Key Actions
1	Planning & Coordination	Coordinate with Dean-IQAC, Head of CoE, and HoD to finalize intake, define outcomes, and align internship with institutional quality standards.
2	Student Selection & Enrolment	Review and approve applications via admin login after payment verification; maintain the final participant list.
3	Communication & Guidelines	Disseminate internship guidelines, schedule, code of conduct, and reporting instructions via email, WhatsApp, and official notices.

4	Academic Monitoring & Attendance	Maintain daily attendance, track participation levels, and enforce minimum attendance criteria in coordination with academic leadership.
5	Program Execution	Coordinate with Faculty Trainers for seamless session delivery; ensure labs, classrooms, and technical infrastructure are fully ready.
6	Student Support & Engagement	Address queries and feedback promptly; ensure a positive, enriching, and student-centric learning environment.
7	Hospitality & Logistics	Oversee welfare arrangements appropriate to the season, including drinking water, basic medical support, and a safe environment.
8	Feedback & Quality Assurance	Collect structured mid-point and end-of-program feedback; analyze and share insights for continuous improvement.
9	Outcome Documentation	Record internship outcomes, student performance, and project deliverables for audit, NBA, and NAAC reporting.
10	Certification & Recognition	Design and coordinate certificate issuance (digital/physical) with leadership approval.
11	Branding & social media	Collect video testimonials; encourage LinkedIn sharing; support official institutional branding and promotional activities.
12	Reporting & Closure	Submit comprehensive report (participants, attendance, outcomes, feedback) to Dean–IQAC and Management.

5. Expected Outcomes

Upon successful completion of the internship programme, students are expected to demonstrate:

- Applied competence in translating theoretical knowledge into practical engineering and technology solutions.
- Domain-specific technical skills aligned with contemporary industry standards, tools, and frameworks.
- Enhanced analytical, critical-thinking, and decision-making capabilities in real-world problem-solving scenarios.
- Professional competencies – encompassing communication, teamwork, time management, and workplace ethics.
- Research orientation, including an aptitude for literature review, experimentation, and knowledge synthesis.
- Clarity on career pathways, industry expectations, and professional responsibilities, thereby enhancing placement and entrepreneurship readiness.
- CoE-specific outcomes: Proficiency in domain tools and platforms; contribution to CoE projects, publications, or IP; demonstrated innovation in project deliverables.

6. Eligibility Criteria

6.1 Full-Term Internship

- **Eligibility:** Minimum CGPA of 8.0 with no active backlogs. CGPA > 7.5 up to IV semester with no credit arrears for FSI track.
- **Duration:** Three to four continuous months in a single approved organization.
- **Credit Load:** 14 credits (FSI). Ceiling of 10% of students per branch across both semesters.
- **Prerequisite:** Students must have completed Professional Electives V and VI via MOOCS/NPTEL through early registration.

6.2 Summer Internship Programme

- Open to all B. Tech students from the relevant department.
- For in-house CoE internships: Admission through a formal application process managed by the SPOC, with seat allocation based on CoE capacity.
- Students must clear all prescribed fees (if applicable) prior to enrolment confirmation.

7. Duration of Internship

- **Full-Term Internship:** Three to four continuous months in a single approved organization.
- **Summer Internship Programme:** As determined by the CoE / Department, typically four to six weeks during the summer recess.
- The internship must be conducted without any break, change of organization, or modification of approved scope

8. Permitted Internship Organizations / Modes

- Core Engineering Industries across civil, mechanical, electrical, electronics, and allied domains.
- Manufacturing, Production, and Process Industries
- Information Technology and Technology-Driven Organizations (software, AI/ML, cybersecurity, cloud, etc.).
- Research and Development (R&D) Organizations, national laboratories, and innovation centres.
- Government Organizations, PSUs, and Statutory Bodies.
- Approved Private Sector Organizations with established technical infrastructure.
- Institute-approved Startups, Innovation Hubs, and Incubation Centres.
- In-House Mode: Exclusively through the MLRITM Departmental Centre of Excellence (for SIP in-house track).

9. Evaluation Framework

9.1 Full-Term Internship (FTI) – Assessment Components

Assessment Component	Frequency	Weightage
Quiz #1 – Industry Profile	Once	5%
Quiz #2 – Technical / Project-Related	Once	5%
Seminars	2 times (once every 6 weeks)	7.5% + 7.5%
Viva-Voce	2 times (once every 6 weeks)	7.5% + 7.5%
Project Report	End of internship	15%
Internship Diary	Continuous	5%
Final Presentation	End of internship	40%

9.2 Summer Internship Programme (In-House CoE Track) – Assessment

Assessment for the in-house CoE internship track shall include, but not be limited to:

- Daily attendance and participation tracking (minimum attendance criteria enforced).
- Mid-programme project review and presentation.

- End-of-programme project demonstration and viva-voce.
- CoE-specific deliverable: prototype, working model, research paper draft, or documented case study.
- Structured feedback collection at mid-point and programme conclusion.
- Certification issued upon successful completion, jointly authorized by the CoE Head and Dean IQAC.

It is strongly recommended that the in-house CoE internship experience lead to one or more of the following: research publication in a reputed journal or conference; filing of a patent or design; or initiation of a start-up with a viable business model endorsed by the MLRITM Incubation Centre.

10. Rules and Regulations

- Students shall undertake the internship only in an Institute-approved organization or through the designated CoE, for the approved duration and without break or change of mode.
- Formal approval from the Head of the Department is mandatory before commencement of any internship.
- Each student shall be assigned a Faculty Mentor (or CoE Faculty Coordinator for in-house internships) for academic guidance and periodic evaluation.
- Students must comply with the rules, regulations, safety standards, confidentiality norms, and code of conduct of the host organization or CoE at all times.
- Regular progress reporting is mandatory. Students shall submit periodic progress reports and a comprehensive final internship report in the prescribed format.
- Credit allocation, evaluation methodology, and assessment framework shall be implemented in strict accordance with MLRS-BT25 Academic Regulations.
- SPOC shall maintain complete documentation of all internship activities for NBA, NAAC, and IQAC audit purposes.

11. Internship Expenses

All expenses incurred for undertaking the Full-Term Internship at an external organization shall be the responsibility of the student, as per Institute norms. For in-house CoE-based Summer Internships, a nominal programme fee may be applicable, as notified by the Institute. Fee details, payment procedures, and applicable waivers shall be communicated through official institutional channels.

12. Strategic Benefits of the COE-Integrated Internship Model

The integration of Centres of Excellence into the internship framework delivers measurable, sustained benefits across all stakeholder groups:

Stakeholder	Key Benefits
Students	Access to cutting-edge CoE infrastructure; mentorship by domain experts; tangible project deliverables; certification; improved placement and entrepreneurship readiness.
Faculty	Opportunities for collaborative research, curriculum co-creation with industry, and contribution to institutional CoE growth.
Department	Elevated academic quality indicators; strengthened CoE utilization metrics; robust documentation for accreditation.
Institution	Enhanced NBA/NAAC scores; superior placement outcomes; stronger industry partnerships; increased research output and IP generation.

13. Policy Review & Governance

This policy shall be reviewed annually by the Dean IQAC in consultation with CoE Heads and Department HoDs. Revisions shall be affected in response to changes in academic regulations, industry expectations, accreditation requirements, or institutional priorities. All updates shall be formally approved by the competent authority before implementation.



PRINCIPAL
MARRI LAXMAN REDDY
INSTITUTE OF TECHNOLOGY AND MANAGEMENT
CUNDIGAL, GUTHUBILLAPUR, HYD-43, TELANGANA