OFFICE MEMORANDUM

Subject: Inviting application for Internship Programme - 2018- reg.

Ministry of Labour and Employment invites applications for Internship Programme – 2018 from eligible students / candidates as per Internship Scheme. The application should be submitted in the prescribed form along with no objection certificate from the sponsoring institution in the prescribed format. Duly filled in application form may be sent to email id adm1@nic.in by 31st March 2018.

2. The applicant will be required to submit self attested Marksheet / Certificate at the time of acceptance of the offer for internship.

Digitally signed by C S Rao
Date: 2018.03.14 17:29:16 +05'30'
(C S Rao)
Under Secretary to the Government of India
Tele No. 23766903
NO-OBJECTION CERTIFICATE

(This should be given on the official letter-head of the parent institution/university/college in the following format):

This Institution / University has no object to the consideration of application of Mr / Ms __________________________ who is pursuing ______________________________ to undertake Internship programme of Ministry of Labour and Employment at Delhi. The applicant, if shortlisted, will be granted necessary leave/permission to undertake the Internship.

He / She bear good moral character and to the best of my knowledge is not involved in any criminal activity and no personal legal case is pending against him/her.

Place:
Date:

Signature ___________________

(Head of Institution/University)

Name

Designation

Official seal

Telephone No………..
Application Form for Internship Programme

1. Name: ____________________________________________________________
   Last Name: ___________________________ Middle Name: ___________________________ First Name: ___________________________

2. Father’s / Mother’s / Guardian Name: ________________________________

3. Date of Birth: ________________ Age in completed years__________________________ as on 1st January 2018

4. Gender: ________________

5. Contact Address: ____________________________________________________________
   ___________________________________________________________ Pin__________________
   Permanent Address: ____________________________________________________________
   ___________________________________________________________ Pin__________________

6. Telephone (Landline): ________________ Mobile: ____________________________

7. Email: ____________________________

8. Aadhaar No.: ____________________________

9. Nationality: ____________________________

10. Languages known: ____________________________

11. Educational Qualification: ____________________________
    (From Senior Secretary (10+2) onwards)
12. Details of Academic performance of the last course / degree pursued / pursuing year-wise / semester-wise *

<table>
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<tr>
<th>Year / Semester</th>
<th>College/Institute</th>
<th>Name of the course / degree / PG / Research</th>
<th>University</th>
<th>Percentage / Grade*</th>
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* If grade then equivalent percentage must be mentioned
Undertaking:

I____________________________ Son/Daughter of Shri_______________________
Age ____________ resident of ____________________ hereby declares that the information given above and in the enclosed documents is true to the best of my knowledge and belief and nothing has been concealed therein. I am well aware of the fact that if the information given by me is proved false/not true, I will have to face the punishment as per the law. Also, all the benefits availed by me shall be summarily withdrawn.

(Signature)

Place:
Date:

*Note

In column No. 12 above, the details of academic performance of each semester / year of the last course which student is pursuing or has completed may be carefully filled in the relevant filed to enable proper evaluation. In case of LLB, it may be clearly mentioned whether the student is pursuing / pursued 3 years course or 5 year course.