DTU/USIP/01/2024-25/40   Date: 08-07-2024

NOTICE

Delhi Technological University has launched **University Student Internship Program (USIP)** to engage DTU students in various activities of the university. The impetus of the program is to provide opportunity to expose students to real life environment and to help university in improving processes and outcome of the activities undertaken time to time. The student interns are required to work for eight hours a week (minimum) including weekends and holidays, and will be paid Rs. 3500/- per month.

All Deans, Directors, HODs and Branch In-charges are requested to provide the requirement of student intern in terms of total number of interns and type of work to be assigned in the following format:

Name of the Department/Office	Number of interns	Type of work*

1 - Reports and Documentation preparation,
2 - Analysis of Data,
3 - Coordination and networking,
4 - Preparation of speech/creative writing,
5 - Website preparation management,
6 - Operations and Monitoring of gadgets, appliances,
7- Event management,
8 - Admission Counseling,
9 - Other (please specify).

In view of the above all the Academic departments/Offices of Dean/Directors/HoDs/Coordinators and Branch In-charges are requested to send their requirement in above mentioned format only to the undersigned for USIP interns **latest by 12/07/2024 (Friday), 5 PM, IQAC/USIP Office (LW4-TF3), Top Floor, Civil department, DTU** so that the same may be forwarded to competent authority for further approval and selection process.

Dr. Deva Nand
(Co-coordinator USIP)

Copy to:

1. PS to VC for kind information to Hon'ble Vice Chancellor, DTU.
2. Registrar, DTU for kind information.
3. All Deans, Directors, HODs, Coordinators and Branch In-charges for information and necessary action.
4. HOD CC with a request for uploading on DTU website.
5. USIP Records.

Dr. Deva Nand
(Co-coordinator USIP)