



भारतीय प्रौद्योगिकी संस्थान गुवाहाटी  
गुवाहाटी-781 039, असम, भारत  
**Indian Institute of Technology Guwahati**  
Guwahati-781 039, Assam, India

Phone Nos.: +91-361-258 2192  
e-mail: [acadoff@iitg.ac.in](mailto:acadoff@iitg.ac.in)  
web: <http://www.iitg.ac.in/acad>

ACADEMIC AFFAIRS

दिनांक/Date: 27/09/2023  
संदर्भ/Ref: IITG/Acad/Notice/2023/10692

## सूचना / NOTICE

**Subject: An option for semester-visit to an external organization for pursuing project or internship by undergraduate students.**

This is to notify to all concerned that an option for semester-visit to an external organization is enabled in the curriculum of undergraduate programmes for pursuing (i) the bachelor's project, or (ii) the internship as per the following modalities:

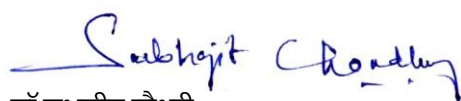
1. A student may opt for a semester-visit in the 7<sup>th</sup> semester or 8<sup>th</sup> semester for doing internship or research/industry-oriented project at an external organization amongst industry, research laboratory, or an academic organization for one full semester.
2. The number of credits prescribed for the degree remains the same.
3. **Internship Option:** A student opting for internship has to finish all required credits in other semesters. The student is free to pursue internship in any discipline and no credits will be awarded for the degree.
4. **Bachelor's Project Option:** A student may carry out a research/industry-oriented project towards the bachelor's project in one semester at an external organization. A fixed number of credits (at least 30 credits) will be awarded for this project. The number of credits shall be uniform across all the disciplines and shall be prescribed in lieu of a list of project courses and elective courses of the curriculum. The number of credits will be notified separately. These credits are applicable to only those who are pursuing the project at an external organization such as industry, research labs, etc., but not at academic organizations including IITG.
5. Desirous students need to plan in advance (as early as 3<sup>rd</sup> semester) and make a comprehensive proposal of course plan in consultation with the faculty advisor. Such proposals shall be thoroughly scrutinized by the DUPC and give its recommendations to the IUPC. Based on the approval of the IUPC, the students will be permitted to register for additional courses.
6. The number of credits registered to a semester should not exceed the permissible limit as per the prevailing norms in the Ordinances.
7. The students with CPI 6.5 or above and having no backlog courses, may be permitted to take additional courses in any semester from 3<sup>rd</sup> semester onwards for utilizing this facility.
8. The students, who have successfully completed the courses as per the plan by the time of semester-visit, shall consult the faculty advisor, and find an opportunity at an external organization of their interest to visit in their 7<sup>th</sup> or 8<sup>th</sup> semester.
9. By submitting the details of the opportunity obtained, the student shall seek permission for academic leave. Upon the favorable recommendations of the faculty advisor, DUPC Secretary, DUPC Chairman and IUPC Chairman, the Chairman Senate approves the academic leave for the semester.
10. If a student fails in any course or the CPI goes below 6.5, the student will not be allowed to take additional credits for utilizing semester-visit and the matter will be pursued through a review by the department/school and an approval of the Chairman, IUPC.

11. If a student opts for the project at an external organization, the following are also applicable:

- a. The student will have a project supervisor at IITG and a mentor at external organization. While planning for the visit, the student needs recommendations of the project supervisor before approaching the faculty advisor.
- b. The student should regularly meet online the project supervisor of IITG for discussions and to update the progress on the project work. Upon returning to IITG, the student has to submit project work to IITG for evaluation as per the norms of IITG.
- c. If the academic qualification of the mentor of the student at the external organization is PhD, the mentor may also be considered as joint supervisor for the project work.
- d. The intellectual property, if any, generated in this collaboration shall be shared by the contributors with mutual agreement and the rules of IITG and the external organization.

This is being issued with approval of competent authority.



  
डॉ सुभजीत चौधरी/Dr. Subhajit Choudhury

अनुभाग प्रमुख/ HoS

Copy to:

1. UG Students
2. Faculty Members
3. HoDs & HACs
4. Deans and Associate Deans
5. Director's Office/Registrar's Office
6. HoSs
7. Office File