



BITT POLYTECHNIC
Getlatu, Ranchi- 835217

BITT-P/NOTICE/2025 – 26/ *11096*

Date: 23-08-2025

NOTICE

Subject: Submission of Summer Internship Report

This is to inform all students that the Summer Internship Report must be submitted in your respective departments as per the attached prescribed format.

- **Last Date of Submission:** 27.08.2025

Note: Summer Internship is an essential part of academic assessment as per JUT Syllabus. Non-submission of the report will lead to **degradation in internal marks**.

All students are hereby instructed to adhere strictly to the guidelines and ensure timely submission.

For
Principal
Principal **Principal**
BITT Polytechnic
Getlatu, Ranchi

BITT Polytechnic

Copy to,

1. Hon'ble Chairman, BITTGOI
2. Principal
3. Assistant Registrar
4. All HoDs
5. Controller of Examinations
6. Accounts Department
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9. Notice Board
10. Website
11. File



BIRSA INSTITUTE OF TECHNOLOGY

BITT POLYTECHNIC, GETLATU, RANCHI – 835217

INTERNSHIP REPORT

Submitted in Partial Fulfillment of the Requirements for the Award of Diploma in Engineering

Program: Diploma in [Your Branch Name]

Semester: [e.g., 4th/6th]

Session: [e.g., 2023–2026]

Duration of Internship: [Start Date] to [End Date]

Submitted by:

Name: [Your Full Name]

Registration Number: [Your JUT Registration Number]

Roll Number: [Your Roll Number]

Mobile Number: [Your Mobile Number]

Email ID: [Your Email ID]

Internship Organization Details

Company/Organization Name:

Address:

Internship Supervisor Name & Designation:

Contact Details (Phone/Email):

Submitted To

**The Principal
BITT Polytechnic, Getlatu, Ranchi – 835217**

Guided By

Name of Faculty Guide

Designation

Department

CERTIFICATE

This is to certify that [Student Name], Roll No. [Roll No.], Reg. No. [Reg No.], a student of Diploma in [Branch] at BITT Polytechnic, has successfully completed an internship at [Company Name] from [Start Date] to [End Date] as part of the academic requirement.

Signature of Guide

Head of Department

(Signature with seal)

Principal

ACKNOWLEDGEMENT

(Write a short note of appreciation to the organization, faculty, and others who helped in your internship)

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- 8. Certificate of Completion (Photocopy)**
- 9. Photographs (if any)**
- 10. References**