



**RV College of Engineering®**

Mysore Road, RV Vidyaniketan Post,  
Bengaluru - 560059, Karnataka, India

dean.academics@rvce.edu.in

www.rvce.edu.in

Tel: +91-80-68188127

+91-80-68188112

RVCE/DA/ 1805 /2025-26

Wednesday, September 03 2025

## CIRCULAR

Sub: Guidelines for VII semester Summer Internship (XX376SI).

Ref: VTU/ BGM /BOS/ Internship/7 84/ 2024-25/ 1585 Dated:12 July 2025

### 1. Registration Guidelines

- Students may register directly with companies listed on the VTU Internship Portal.
- Students securing internships independently with companies not listed must submit details through the department internship coordinator for VTU portal registration.
- Students opting for internships at RVCE's Centers of Excellence (CoEs) must also register via the internship coordinator on the VTU portal.

### 2. Process of Registration

- Visit and register on the VTU Internship Portal: <https://vtu.internyet.in>
- After registration, log in, update your profile with accurate details, and save the information.
- Note:** No registration fee is applicable for RVCE students opting for internships under CoEs.

### 3. During the Internship

- Students must **maintain a Daily Diary** on the VTU portal, documenting tasks completed and learning outcomes consistently.
- The daily diary will be **an integral part of the internship evaluation process**.

### Important Note:

- All internship-related communication must be routed **only through designated department coordinators**.
- Students are expected to maintain **professional conduct and discipline**, representing RVCE in a responsible manner.
- Any **technical or registration issues** on the VTU portal must be reported immediately to the department internship coordinator.

*Renukam/3/9/25*  
DEAN ACADEMICS

*Geetha 3/9/25*  
VICE PRINCIPAL

*Sukamanyu 3/9/25*  
PRINCIPAL

DEAN ACADEMICS  
R.V. College of Engineering  
Bengaluru - 560 059

VICE PRINCIPAL  
R.V. College of Engineering  
Bengaluru - 560 059

PRINCIPAL  
R.V. College of Engineering  
Bengaluru - 560 059

Copy to: Bengaluru - 560 059

- Dean Student Affairs.
- HoDs for information and needful.
- Controller of Examination for information & records.
- Deputy Director, IT-RVIC for information and needful
- Dean Placement
- VII semester Counselors & Course Coordinators.



**Prof. B. E. Rangaswamy, Ph.D**

Phone: (0831) 2498100

REGISTRAR

Fax: (0831) 2405467

REF: VTU/BGM/BOS/ Internship /784/2024-25/ 1585

DATE:

12 JUL 2025

### CIRCULAR

**Subject:** Clarification Regarding **Placement Training** Considered as Internship - Reg

**Reference:**

1. VTU Circular Ref. No: VTU/BGM/RMFPA/679/2024-25/5405 dated 21.01.2025
2. VTU/BGM/Internship Coordinator/772/2024-25/1140, Dated: 10.06.2025
3. Mandatory Guidelines for Internship (2022 scheme) approved in 183<sup>rd</sup> EC, dated 03.07.2025
4. The Hon'ble Vice-Chancellor order dated: 11.07.2025

With reference to the above and based on the queries received over phone seeking clarification on whether training conducted at the college level for preparing students to appear for placement activities can be treated as an internship, the following clarifications are hereby issued:

**Clarifications:**

1. **Eligible Internship:** Only those students who have secured placement through the campus placement process and are undergoing **official training** provided by the respective **recruited company/ organization** are eligible to treat such training as an internship.
2. **Not Eligible:** Placement training conducted at the college level—whether by third-party agencies, training institutes, or internal faculty—shall not qualify as internship under the Internship Guidelines (2022).
3. **Criteria for Eligible Training:**
  - Must be supported by a **valid offer letter** and a **training schedule/invitation** from the company/organization.
  - Must be conducted outside the college premises, under the supervision of the recruiting company.
  - Must have a minimum duration of 15 weeks (90 working days).
4. **Compliance Requirements:** Students must adhere to all the guidelines, reporting protocols, and evaluation procedures as per the **Mandatory Internship Guidelines (2022)** issued by the University.
5. **Institutional Responsibility:**  
 Each institution must:
  - Assign a **faculty mentor/coordinator** for regular monitoring and verification.
  - Ensure proper documentation of offer letters, training reports, attendance, and evaluations for awarding academic credits.
6. **Duration of Internship:** The training will be considered equivalent to one full academic term (i.e., a minimum of 15 weeks / 90 working days).

All Principals of Constituent and Affiliated Engineering Colleges are hereby requested to bring this clarification to the notice of all concerned stakeholders and ensure **strict compliance** with the University's Internship Guidelines.

For any further clarifications, please contact via email at: **registrar@gmail.com**

Sd/-

REGISTRAR

To,

**The principals of all Engineering Colleges under the ambit of the university, Belagavi  
The Chairpersons /Program Coordinators of the university Departments at Kalburgi,  
Mysuru, Bengaluru, and Belagavi**

**Copy to**

1. The Hon'ble Vice-Chancellor, through the Secretary to VC for information
2. The Registrar (Evaluation), VTU Belagavi for information and needful
3. The Director ITI SMU, VTU Belagavi for information and make arrangement to upload the circular on VTU web portal
4. The Director R & D and In-charge of Internship Activities, VTU Belagavi for information and needful
5. The Placement Director, Central Placement Cell of University, VTU Belagavi for information
6. Office Copy

12/07/25 BE  
REGISTRAR  
[Signature]