Semester Away Internship Program (SAIP)

1. Students of 4-year B.Tech/BS may opt for a Semester Away Internship Program (SAIP) in 7th semester, wherein they can pursue internship in India or abroad. The SAIP which is for a period of 1 full semester can be carried out in corporate/industrial sectors or research organizations or academic institutes.
2. To enable this, the 7th semester shall be free from core theory and lab. courses and shall consist of only electives and project.
3. The SAIP with 7 credits will be equivalent to BTP-1 of 4 credits and one depth/breadth elective of 3 credits.
4. The student opting for SAIP shall complete the credit requirements of 7th semester (except BTP-1 and one depth/breadth elective) in other semesters, starting from 5th semester, say, by taking 3 extra credits each in 5th and 6th semesters and 6 extra credits in 8th semester.

Information and guidelines on

Semester Away Internship Program (SAIP)

1. Students of 4-year B. Tech/BS having CGPA $\geq$ 7.5 at the end of 4th semester with no backlogs and disciplinary action are eligible to apply for SAIP.
2. They need to satisfy the same CGPA, backlog and disciplinary action criteria till the end of 6th semester.
3. Interested students have to apply through SAIP module on ERP.
4. Before applying for SAIP, the students need to understand the difference in curricular structure between the program with SAIP and without SAIP.
5. The students are advised to apply for SAIP only after they understand the program thoroughly and are confident of taking the additional load.
6. The application will be in 2 steps, (i) preliminary application of intent (after completion of 4th semester), and (ii) final application with all documents towards the end of 6th semester.
7. In the first step, students who are eligible and interested need to submit their application through ERP.
8. During this step, the students must submit a Statement of Purpose (SoP) of around 500 words. As the initial shortlisting of the students for SAIP will be done by the respective departments based on SoP, the SoP

must be prepared carefully providing relevant details with suitable justification. Students whose applications are rejected based on the SoP will no longer be eligible for SAIP.

9. The second step takes place towards the end of 6th semester. During this step, the complete application with all the details pertaining to the host organization, no objection certificates etc. have to be submitted to the departments through ERP. It may be noted that, depending upon the situation, the departments may approve the students in the first step for SAIP, but may reject their application in the second and final step, if they are not satisfied with the final application. In this case, these students will be treated on par with students without SAIP and they need to complete all the credit requirements to graduate. The elective courses that they complete in 5th / 6th semester(s) will be treated as additional subjects only.

10. As the students who are shortlisted for SAIP have to complete the required 7th semester courses in 5th/6th/8th semesters, they have to submit a suitable course completion plan in consultation with their departmental SAIP coordinator and faculty advisor. They need to do subject registration as per the approved course completion plan.

11. Students who initially opt for SAIP, but later decide to switch-over to dual degree program will be withdrawn from SAIP. The elective courses that they complete under SAIP before the dual degree switch-over will be treated as additional subjects only. They need to register for all the 7th semester courses pertaining to the dual degree program. They can however apply for Semester Away Project Program (SAPP) meant for dual degree students, subject to their meeting the SAPP eligibility norms.

12. Students who initially opt for SAIP, but later decide to withdraw from SAIP will be treated under program without SAIP. The elective courses that they complete under SAIP, if any, will be treated as additional subjects only. They need to register for all the 7th semester courses pertaining to the UG program without SAIP.

13. Students who opt for SAIP, but whose performance in SAIP is found to be unsatisfactory, will be treated on par with students without SAIP. The elective courses that they complete under SAIP will be treated as additional subjects only. They need to complete all the 7th semester courses of the regular program without SAIP, which may require one or

two extra semesters depending upon the number of courses to be completed for graduation.

14. For SAIP, final evaluation will be done by the UG academic committee of the concerned Dept. by the 1st week of December through in-person viva voce. Before that the student has to submit the final report duly certified by the host supervisor. A suitable grade will be awarded for SAIP with suitable weightage for the report, host supervisor's assessment and performance in viva voce. The grade awarded will be indicated in the transcript under semester 7.

15. Depending upon requirement, the department can conduct mid-semester evaluation using an appropriate mode.

16. The students selected for SAIP will pay the appropriate semester registration fees as decided by the competent authority.

17. Any disciplinary issues that may arise while the student is away from the campus will be handled as per the institute and host regulations.

18. The SAIP can be a continuation of the mandatory 8-week summer internship, which the students undertake after the completion of the 6th semester for SAIP. However, considering the possibility of the SAIP application not getting approved in the final approval stage, there should not be any commitment in the beginning either from the student or the host for clubbing of the 8th week mandatory internship with SAIP.