Eligibility & Requirements for
Internships for External Students

1. Eligibility

1. Applicants should be from reputed colleges/universities.
2. Eligibility: Students of science/engineering/humanities programmes in their 3rd / 4th year of study or in postgraduate programmes aligned to those offered in BITS Pilani Dubai Campus (BPDC).
3. Students should have secured an average of at least 60% marks or equivalent in their programme of study (or 6 CGPA in 10-point scale).

2. Requirements

The student is responsible for knowing and ensuring the completion of all course prerequisites in order to register for internship. Duration of the internship is 1-6 months.

3. Application Procedure

Students should apply along with the following documents.

(a) Filled in Application Form [Format available in our website]
(b) Bio Data of the Student.
(c) Student Undertaking Form [Format available in our website]
(d) Copies of transcripts of all semesters/years.
(e) UAE medical Insurance copy [if available at the time of application; if not, it will be required before internship is confirmed].

Time of application: Applications shall be considered throughout the year. However, specific time frame for internship will be discussed between host faculty and applicant.

4. Selection Criteria

After receiving the applications, the application will be shortlisted following a standard process. IPCD (undersigned) will then notify the shortlisted candidate through email. The selected candidates will have to communicate their acceptance by email to IPCD.

5. After selection:

The intern and host supervisor should discuss and fill in Project Detail Form [Format available in our website] and submit to IPCD at least two weeks before the commencement of internship.

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The students should abide by the following terms if selected:
1. The student will be required to produce their original Identity card issued by the university / colleges at the time of reporting at the institute.
2. The student will be responsible for the safety of his/her person and belongings during the proposed project work / training.
3. The student should practice good personal conduct and behaviour.
4. Paid accommodation is available at hostel subject to availability.
5. Interns are required to work 8 hours from Monday to Friday of internship.
6. Internship fee of _AED 1500/- per month_ will be charged from interns as the facility fee. First month charge should be paid on or before starting day of internship.
7. For certain projects, additional consumable costs may be incurred by interns. The details will be finalized during the discussion with the host faculty.
8. Intern should pay _caution deposit AED 1000/-_ along with application. This deposit is fully refundable.

6. Visa and Insurance
Intern should have own INSURANCE as per UAE rules and arrange for their Visa.

The application form should be submitted to the undersigned.

Dr. Vincent Shantha Kumar
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International Programmes and Collaboration Division (IPCD)
BITS Pilani Dubai Campus