



Guidelines for Internship evaluation
Internship Cell, Vidya Bharati College, session: 2025-26

1. Gauhati University issued guidelines on 27th October, 2025.
2. The internship is of 4 credits and is equivalent to 100 marks. Marks distribution is shown in evaluation sheet.
3. 100 marks need to be segregated as follows-
 - a) **Attendance-20 marks**
 - b) **Report on the basis of clarity, analysis, content writing-20 marks**
 - c) **Presentation or viva voce on the basis of knowledge/presentation skills/answers- 30 marks**
 - d) **Mentor/supervisor/subject expert evaluation-30 marks**
4. Internship examination will be held on 11th November. Concerned mentor teachers are entitled to conduct viva voce exam in consultation with HODs.
5. Examination will start from 10.00 am onwards at concerned Mentor's Department or any place as declared by mentor teacher.
6. It is compulsory to attend in the viva voce examination with all necessary documents for successful completion of internship in semester V.
7. Mentor teachers will evaluate the performances of the mentees in prescribed format and will upload marks of concerned mentees in the SAMARTHA PORTAL which will be made available as a practical component.
8. Mentor teachers will keep work diaries, reports, attendance records etc. in safe custody at least for 2 years.
9. A comprehensive report will prepared by Internship cell. So mentors are requested to submit one copy of Internship statement of all mentees including duration (date), topic of internship and outcomes in bullet points.

By order
Convener, Internship cell