

**HUMAN RESOURCE DEVELOPMENT DIVISION
VIKRAM SARABHAI SPACE CENTRE
THIRUVANANTHAPURAM**

General Instructions for Final Year BE/B Tech, B Sc & Diploma Academic Project Work Applicants:

- 1) The applicant(s) should be a Citizen of India.
- 2) Project Work shall be carried out either individually or as a group of maximum 4 students. Applicants (group of maximum 4) must be from same branch, semester and college.
- 3) Project Work is offered to student(s) pursuing BE/B Tech, B Sc (Physics/Chemistry) & Diploma (Electronics/Mechanical/Computer Science).
- 4) The minimum and maximum duration for project work are as follows:

<u>Internship Block Period</u>	<u>Minimum Duration</u>	<u>Maximum Duration</u>
BE/B Tech	45 days	90 days
B Sc (Physics/Chemistry)	45 days	60 days
Diploma (Electronics/Mechanical/ Computer Science)	45 days	60 days

- 5) The student(s) can choose one out of eight block periods as given below for carrying out project work and project work should be completed in a single stretch:

- | | |
|--|---|
| i) 01 st Jan - 15 th Feb | v) 01 st Jul - 15 th Aug |
| ii) 16 th Feb - 31 st Mar | vi) 16 th Aug - 30 th Sept |
| iii) 01 st Apr - 15 th May | vii) 01 st Oct - 15 th Nov |
| iv) 16 th May - 30 th Jun | viii) 16 th Nov - 31 st Dec |

- 6) Prerequisite for applying to project work are as follows:

Course	Eligibility Criteria	Aggregate mark of minimum 60% or CGPA 6.32 on a scale of 10
BE/B Tech	Completed 6 th Semester	Upto 5 th Semester
B Sc (Physics/Chemistry)	Completed 4 th Semester	Upto 4 th Semester
Diploma (Electronics/Mechanical/ Computer Science)	Final Year Student	Upto 2 nd Year

- 7) A detailed biodata must be attached separately with the details of educational qualifications, previous internships/projects done (if any), skills, area of interest, work experience (if any) etc.
- 8) The application form should be duly filled by student & HOD/Principal of the College/Institution in all respects, failing which, the application will be rejected.
- 9) The completed application form should be received in HRDD/VSSC at least 45 days prior to the commencement of project work block period.
- 10) No stipend/remuneration/financial assistance will be given by VSSC/ISRO during the period of project work.
- 11) The students shall be permitted to carry out project work only at the 'Unclassified Areas of VSSC/ISRO'.
- 12) The number of students selected for project work may vary due to facility constraints. It is the prerogative of VSSC to accept/reject the application.
- 13) On account of large number of applications received for project work, it may not be possible to accommodate all the applicants. Therefore, the students are advised to identify other organizations also as an alternative, in the event of their application not getting through in the selection process.
- 14) The application may be sent by post to Head, HRDD, VSSC, ISRO P.O, Thiruvananthapuram - 695 022 or a scanned copy of application may be mailed to preethi_elizabeth@vssc.gov.in
- 15) Decision on the acceptance/rejection of the application will be communicated to the HOD/Principal of the College.

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THIRUVANANTHAPURAM**

Application Form for Final Year BE/B Tech, B Sc & Diploma Project Work

PART A (TO BE COMPLETED BY THE APPLICANT(S))

Course of Study (Please tick) : BE/B Tech B SC Diploma

Project Block Period (in the order of preference, :
see sl.no.5 of general instructions)

Date of Commencement of Project Work : Date.....Month.....Year.....

Date of Completion of Project Work : Date.....Month.....Year.....

Name of First Applicant:.....

Branch:.....

Current Semester/Year:.....College/Institution permits to do project work in:.....(Semester/Year)

Name of College/Institution with Address and pin code:.....

Address of the first applicant with pin code:.....

Relevant informations, if any, to be noted:.....

E-mail id:.....Mobile No:.....Signature with Date:.....

Co-applicants (if any):

Name

Signature

2.	Mr./Ms.	
3.	Mr./Ms.	
4.	Mr./Ms.	

Photographs of applicants (affixed in the above order and attested by the Principal/HOD):

Affix
Photograph
attested by
Principal/
HOD

Affix
Photograph
attested by
Principal/
HOD

Affix
Photograph
attested by
Principal/
HOD

Affix
Photograph
attested by
Principal/
HOD

NOTE:

- The application form should be duly filled by student & HOD/Principal of the College/Institution in all respects, failing which, the application will be rejected.**
- The completed application form should be received in HRDD/VSSC at least 45 days prior to the commencement of project work block period.**

3. If selected for Internship in VSSC:

- a) The college ID and one Valid photo ID proof (Passport/Voters ID/Driving Licence/Aadhar) of the applicant along with one copy must be produced for verification and documentation at the time of joining.
 - b) The project work should be completed within the stipulated period.
 - c) The student should strictly follow all Rules & Guidelines and Security norms of VSSC/ISRO while in the campus. Any deviation from this will be treated seriously and the Internship will be terminated immediately without any further notice.
 - d) The Project Work Guide in VSSC will be the Reporting Officer for the student during the period of Internship.
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PART B

(TO BE COMPLETED BY THE APPLICANT(S) AND CERTIFIED BY THE PRINCIPAL/HOD OF THE COLLEGE)

The project work requested by the applicant(s) is the Main Project in the final year (which is part of the Curriculum and will be evaluated in University exam). The applicant(s) if selected, will abide by all conditions stipulated by VSSC/ISRO. It is certified that the student(s) will not present/publish whole or any part of the project report in any Conference/Seminar/Workshop/Journal/Book etc either in print or electronic media without prior permission of VSSC Guide and approval from concerned Entity/Project Chief, other than project work presentation in College/University for examination purpose. In case of publication of project work, the VSSC guide(s) will be cited as the co-author(s) of the paper.

Sl. No	Name	S 1	S 2	S 3	S 4	S 5	Aggregate (% or CGPA)*	Character & Conduct
		Y1		Y2				
Semester in which the final year project work is proposed								

(* Each applicant should have an aggregate minimum of 60% marks or CGPA 6.32 on a scale of 10: upto S5 for BE/B Tech, upto S4/2nd year for B Sc/Diploma)

Signature of the Principal/HOD:

Name:

Phone No (Tel/Mobile):

E-mail:

Date:

(College Seal)
