

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

**General Instructions for Final Year B Tech Academic Project Work Applicants:**

- 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.
- On account of large number of applications normally 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.
- Priority will be given to the wards of ISRO employees.
- **Dual degree project, Internship, Industrial Training, Summer Training, In-plant Training etc. are not entertained.**
- **No stipend/scholarship will be given during the project period.**
- Students studying in colleges within Kerala or from IITs/NITs alone will be considered.
- The duration of the project work will be for 6 weeks consisting of 8 block periods annually viz.

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

- The student(s) can choose one out of eight block periods as given above.
- Applicants (a group of maximum 4) must be from same branch, semester and college.
- Each applicant should have an average minimum mark of 75% or equivalent CGPA for the first five semesters.
- The application in the prescribed form completed in all respects by the applicants and duly approved by the Principal/HOD should be submitted at least one month before the block period.
- The application may be sent by post to **Head, HRDD, VSSC, ISRO P.O, Thiruvananthapuram - 695 022** or the scanned copy of application may be mailed to **preethi\_elizabeth@vssc.gov.in**
- Decision on the acceptance/rejection of the application will be communicated to the college or the contact person in VSSC (if any).

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*Application Form for Final Year B.Tech Project Work*

**Instructions to the applicant(s):**

**Please read the instructions/guidelines below, before filling up the form:**

The duration of the project work (Block Period) is 6 weeks (8 annual block periods): **1Jan -15 Feb, 16 Feb – 31 Mar, 1 Apr – 15 May, 16 May – 30 Jun, 1Jul – 15 Aug, 16 Aug – 30 Sep, 1 Oct – 15 Nov, 16 Nov – 31 Dec.** The applicant and each co-applicant(s) (group of maximum 4) must be an Indian Citizen, from the same branch, semester and from a college within Kerala, or from IITs/NITs. The application form completed in all respects and approved by the Principal or HOD may be sent by post to **Head, HRDD, VSSC, ISRO P.O, Thiruvananthapuram - 695 022** or scanned copy of application may be mailed to **preethi\_elizabeth@vssc.gov.in**, at least one month before the block period, failing which, the application will be rejected. **Each applicant should have an average minimum of 75% mark or equivalent CGPA for the first five semesters.** Acceptance of the application will be communicated to the college or first applicant or contact person in VSSC, if any. **If selected for project work, the College ID and one valid photo ID proof (Passport/Voters ID/ Driving Licence/Aadhaar) of all applicants along with one copy must be produced for verification and documentation at the time of joining and the students should strictly follow all Security Rules & guidelines while in the campus. The Project Guide in VSSC will be the Reporting Officer for the Students, during their Project Work. The project work should be completed within the stipulated period and no further extension is permitted. No certificates will be issued from HRDD.**

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

I

II

III

(To be filled in CAPITAL letters)

Project Block Period (in the order of preference):




**Details of first applicant:**

Name:.....

Course of study:..... Branch:..... Current Semester:.....

College:.....

Place:..... District:..... State:.....

Full address of the first applicant:.....

E-mail id:..... Mobile No.....

Telephone Number with STD Code: ..... Signature:.....

**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

**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. 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 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. It is also declared that the project work does not fall under the category of Mini project, Internship or Industrial/In-plant training.

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

*(\*Each applicant should have a minimum of 75% marks or equivalent CGPA (average) for the first five semesters)*

Signature of the Principal/HOD:

Name:

Phone No (Tel/Mobile):

E-mail:

Date:

(College Seal)

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**PART C: To be completed by the Contact Person in VSSC (if any)**

Name: Dr./Mr./Ms:.....Designation:.....SC No:.....

Section/Division/Group:.....Entity/Project:.....Tel. No:.....

Date:

Signature:

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Notes/Remarks