

Delhi Technical Campus
DEPARTMENT OF MECHANICAL ENGINEERING

No. DTC/ TRG/2017/ME

Dated: 25-4-2017

Sub: Guidelines for Industrial Training during Summer Vacation in June/ July 2017.

1. All students of 4th and 6th Semester B. Tech. Mechanical Engineering are hereby informed that as per MDU syllabus, it is mandatory to undergo practical training for 6 weeks from 5th June to 21st July 2017 or any suitable block of 6 weeks after the theory examinations.
2. In this connection, students must submit the consent letter from the company where they intend to undergo Industrial Training indicating the name of the Company, address, Telephone number of HR Manager/ Authorized signatory and duration of training. The consent letter must be submitted to the college before commencement of training.
3. Those students who are unable to make their own arrangement for training, college is making efforts to arrange their training. They should submit their resume to the TPO or undersigned on or before 1st June 2017. Students also have the option to take-up a project under the guidance of faculty members after approval. The college would bear up to 50% of the cost for such **approved** projects.
4. Students should submit the periodic attendance and performance report from their supervisor to HOD once in 2 weeks. The faculty members would make surprise visits to the company to check their attendance and performance for internal evaluation.
5. On successful completion of training, students have to submit a certificate of training from the supervisor stating the duration of training and conduct during training and a project report to HOD.

Students may contact HOD for clarifications, if any.

HOD(ME)

Director, DTC

NOTICE BOARD