

LL.M. 4th Semester

CORE PAPER

Internship

Paper: 402

Credits:15

Marks: 100

Objectives of the Internship Programme/ Report

- Help the student develop written communication skills.
- Serve as an archival record of the internship experience.
- Give the student an opportunity to reflect on the professional aspects of the internship experience and the skills that were learnt.
- Allow the student to focus on the contextualization within socio-economic and cultural realities.
- Have the student to reflect on the initial goals of the internship and how they were (or were not) achieved during the internship.

General information:

- Student is eligible for internship evaluation only if he/she completed 4 weeks of internship training.
- If the student completed his/her internship in more than one organisation/institution, then he/she will be required to submit a separate internship report for each organisation/institution.
- Every student will be required to write an Internship report upon completion of their internship and required to submit two copies (student copy + department copy) of the report to Director, Institute of Law (along with internship certificate given by the organisation/institution) for final evaluation and awarding of end examination marks. Before submitting the report to the Director, Institute of Law the students will be required to go through multiple rounds of revision in collaboration with their Internship Supervisor.

Text Format in the report:

- Times New Roman 12 or similar, with 1.5 line spacing.
- Margins 1.5” left and 1” all other side.

Binding & report length:

- Spiral binding & report length of 20-30 pages with one side printing.

Each Internship Report shall include:

- 1) Title Page (As per sample – 1)
- 2) Certificate Page (As per sample – 2)

- 3) Internship certificate provided by the internship institution
- 4) Acknowledgements
- 5) Index/List of the contents with page number

6) Executive summary/Abstract (2 pages) shall include the following:

A paragraph each on:

- a) The organisation/institution
- b) Learning Objectives/Internship Objectives
- c) The Problem or Opportunity
- d) Methodology
- e) Key parts of the report & findings and solutions provided in the report.
- f) Benefits to the organisation/institution where internship was joined.

7) Weekly overview of internship activities (as per sample – 3) (1 page for one week)

8) Introduction (2 or 3 pages) The introduction should include a description of the internship site and the scope of the work completed during the internship. It may include background information necessary to understand the work completed during the internship.

9) Internship Discussion (minimum of 10 pages) This section contains a discussion of the internship and should address the following points:

- How the objectives achieved;
- What professional skills were learnt during the internship;
- Results/observations/work experiences got in the internship organisation/institution;
- What challenges were experienced during the internship.

10) Conclusion (1 page)

11) Bibliography (1 page) Include references to books, articles, reports and law referred to in the report.