

Guidelines for Internship



**Women's Studies Centre,
Cochin University of Science
and Technology**

(2025)

1. INTRODUCTION

The Women's Studies Centre, Cochin University of Science and Technology provides opportunities to students by holding Internship Programme throughout the year. The main objective of this programme is to familiarise the interested and willing students with the different aspects of Research activities. The Programme is open for students pursuing studies in Law/Social Work/Any Other Degree or PG or doing Research from recognized Colleges/ Institutions/Universities in India.

2. AIMS

To create and facilitate conditions that allow students in their quest for knowledge, its discovery, learn, understand and sharpen research acumen, familiarising with analytical tools and techniques with appropriate usage, research methodologies, data analysis, manuscripts preparations, identification of appropriate journals and their application in solving research/complex/real-life problems.

3. GUIDELINES OF THE PROGRAMME

- a) Duration of internship will be 120 hours.
- b) During internship, interns are required to observe working hours of the Centre. The internship may be discontinued at anytime if the performance of the intern is not found satisfactory or the intern is absent without intimating the Centre.
- c) The intern shall maintain the dignity, decorum and discipline in the Centre, failing which the internship will be liable to be terminated.
- d) No remuneration/expenses will be paid to the students during the Internship.
- e) The interested students pursuing studies at any recognized College/Institution/ University may apply in the prescribed form given in Annexure 1 with a photo ID proof (Photocopy of Identity card issued by the institution). Application in any other format will not be entertained.
- f) Application must contain declaration and recommendation of the Head of the Institution/Department, annexed as Annexures 2 and 3, where the candidate is

pursuing his/her studies. Applications received without recommendation and declaration will not be entertained.

g) Applications should be made at least one month in advance, clearly mentioning the month for which internship is to be considered.

h) Completed applications in the prescribed format may be sent either by post or by hand to reach “ women’s Studies Centre, CUSAT or wsc.cusat@gmail.com

i) Incomplete applications will not be entertained.

j) All these applications will be scrutinized and the selection of students shall be subject to the availability.

k) Interns shall present a report of the work as well as study carried out, at the end of their internship and submit to the Centre for evaluation and suggestions, if any.

l) A Certificate will be issued to the Intern at the end of his/her internship only after evaluation of the report.

m) Certificate of successful completion of internship will be issued only if the internee successfully completes the full period of internship. In no case, Certificate regarding partial completion of internship will be issued.

n) All the above requirements for internship are subject to relaxation by the Centre.

o) A fee of Rs 2000/- is charged for the internship.

Course offered for the academic year 2025-26

Name of the faculty	Dr. Asha Gopalakrishnan Senior Professor in Statistics and Hon. Director of Women’s Studies Centre, CUSAT
Name of the course offered	Statistics Using R for Data Science / Research with focus on analyzing Gender Data – Level 1
Eligibility Criteria	<ul style="list-style-type: none"> • A basic understanding of high school mathematics and Statistics • While no prior programming experience is required, a strong willingness to learn is essential

* For detailed course structure contact wsc.cusat@gmail.com

(Sd/-)

Hon Director

WSC CUSAT

ApplicationNo.

Annexure-I

APPLICATION FOR INTERNSHIP WITH WOMEN'S STUDIES CENTRE, CUSAT

Affix a recent passport
size photo

1. Name :
2. Age and Date of Birth :
3. Address for correspondence :
4. Permanent Address :
5. E-mail address :
6. Mobile No./Telephone No. :
7. Educational Details :
8. Name of the Institution and
semester of the Course presently
pursuing and its duration :

Details of internship

* Period during which internship :required (specify month and year)

*Name of the Head of Department
of the present Institution with :
telephone number and e-mail

*Indicate the proposed topic of
study/research during internship with a
brief note on specific aspects relating
there to

Annexure-II

DECLARATION

I,,doing.....Semester of.....

Course in.....(Name of institution) hereby

declare that in the event of selection for internship at Women’s Studies Centre , CUSAT, I will undergo internship as per the terms and conditions stipulated by the Centre.

Place:

Date:

Name and Signature of the Student

Annexure–III**CERTIFICATION AND RECOMMENDATION BY INSTITUTION**

Certified that Mr./Msis pursuing

 course and presently inyear/semester in the Institution/College/University. He/She is eligible for internship in the Women’s Studies Centre, CUSAT as he/she possesses the eligibility criteria prescribed by the Centre. Hence he/she is recommended for internship at Women’s Studies Centre, CUSAT.

Place:

Signature, Name, Designation and

Date:

(Office Seal)

Office Address of the Head of the
Institution/Department