



**ARKA JAIN  
University**  
Jharkhand



**SCHOOL OF HUMANITIES**  
**DEPARTMENT OF FASHION DESIGN**

**CIRCULAR**

**Notice No: AJU/BA FD/255**

**Date: 19 / 04 / 2025**

**BA (H) Fashion Design – Internship as part of SEM 5**

Dear students,

- As a part of the requirement of the completion of SEMESTER 5, you need to undergo minimum **1-month** long internship **19<sup>th</sup> May, 2025** onwards. The internship duration can be extended (not more than 3 months) as per the industry standard and with discussion with industry and faculty mentor. Those undergoing only 1-month internship must end their internship by **19<sup>th</sup> June, 2025**. The internship must be related to their domain with any Garment / Fashion based organization of their own choice, area of specialization and interest. During this internship, the student should have worked / assisted on a relevant project related to the department which will be presented to the Jury during the SEM 5 examinations.
- Everyone should submit their internship confirmation letter of the company by **15<sup>th</sup> May, 2025**, failing which the students will be working on Inhouse project with the Department – reporting Monday-Saturday 8am-4:30pm (week off 1<sup>st</sup> and 4<sup>th</sup> Saturday and holidays as per academic calendar)
- Please note the faculty mentor assigned to the students as below; each student must also have an industry mentor who will guide their everyday activities. Weekly update should be given to the respective faculty mentors.

Student Name	Faculty Mentor
APARAJITA BHATTACHARYA	USHA KIRAN BARLA
AKANSHA PRIYA	USHA KIRAN BARLA
SHIWANGI SINGH	USHA KIRAN BARLA
SONALI MAITY	ANUP KUMAR SINGH
KUMARI SNEHA	ANUP KUMAR SINGH
SADIA KAUSAR	ANUP KUMAR SINGH
DIPIKA KUMARI	MANISHA SINGH



**ARKA JAIN  
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**NAAC  
GRADE A**  
ACCREDITED UNIVERSITY

RAKSHA NAYAK	MANISHA SINGH
JASPREET KAUR	MANISHA SINGH

- During the end of the internship, a feedback form must be duly filled by the internship mentor.
- Monthly attendance is a mandate to be submitted to the respective faculty mentor validated by the company during the course of the internship.
- You are also required to submit your internship report during the semester. Kindly note the following mandates in the format (post this the general format on the document can follow).
  - Cover page
  - Acknowledgement with Signature
  - Declaration with Signature
  - Certificate from the Company
  - Certificate by faculty mentor

Learning Diary / Journal must be maintained and presented at the jury

Be the order of Hon'ble Chancellor

*Usha Kiran Barla*  
**Program Co-ordinator  
School of Humanities**

Usha Kiran Barla  
**Program Coordinator**  
BA(H) Fashion Design

**Copy for information & necessary action please: -**

1. PS to the Vice-Chancellor
2. PS to the Director
3. PS to the Registrar
4. Academic Coordinator
5. In charge Web services for Website
6. Notice Board
7. Faculty Members
8. Concerned semesters