



**Office of the Director, Research & Development Cell
SIBSAGAR UNIVERSITY**

Ref. no. SU/RDC/Student/Internship/2026/06/969

Date: 26-10-2026

NOTIFICATION

Subject: *Submission of 5th Semester Internship Details and Evaluation Records*

In pursuance of the academic requirements of the FYUGP 5th Semester Internship Program, all Heads of Departments (HoDs) are hereby requested to make the necessary arrangements for the evaluation of internships undertaken by the 5th Semester students, in accordance with the *Internship Guidelines, 2026 of Sibsagar University*.

The departments shall submit student-wise internship details, internship reports, and final evaluation marks/grades, duly verified by the respective departments. The entire evaluation process shall be maintained by the *Departmental Evaluation Committee* and will be monitored by the *Internship Monitoring Committee* constituted by RDC.

All HoDs are requested to ensure that the evaluation process is completed and the relevant records are submitted to the Office of the RDC **on or before 10th November 2026**.

This is for information and necessary compliance by all concerned.

**Director, RDC
Nodal Officer for Internship
Sibsagar University**

Copy to:

1. OSD to the Hon'ble Vice-Chancellor, for kind information.
2. The Registrar, Sibsagar University.
3. The Academic Registrar i/c, Sibsagar University.
4. All Heads of Departments, for necessary action.
5. Controller of Examination i/c
6. Website
7. Office copy.


26/10/26
Research & Development Cell (RDC)
Sibsagar University

**Director, RDC
Nodal Officer for Internship
Sibsagar University**