



**ANDHRA PRADESH STATE COUNCIL OF HIGHER EDUCATION**

(A Statutory Body of the Government of A.P)  
III, IV & V Floors, Neeladri Towers, Sri Ram Nagar,  
6<sup>th</sup> Battalion Road, Atmakur (V), Mangalagiri (M)  
Guntur – 522 503, Andhra Pradesh

Web: [www.apsche.org](http://www.apsche.org). Email: [academiccell@apsche.org](mailto:academiccell@apsche.org)



**PROF.B.SUDHEER PREM KUMAR**  
**SECRETARY**

Lr.No.APSCHE/AC/CBCS-2019-20/Review/22

Dt. 25.03.2022

To  
The Registrars of

Andhra University	Acharya Nagarjuna University	Sri Venkateswara University
Krishna University	Vikrama Simhapuri University	Adikavi Nannayya University
Yogi Vemana University	Sri Krishnadevaraya University	Rayalaseema University
Dr.B.R.Ambedkar University		

Sir/Madam,

Sub: APSCHE-AC-Revision of syllabus under CBCS with effect from 2020-21-Guidelines  
-Corrigendum issued – Reg

Ref: G.O Ms.No.46 HE (CE) Dept. Dt: 22.12.2020

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I am directed to inform that as the Universities are aware, the AP State Council of Higher Education has revised the syllabus of 4 year General UG Honours Programmes to be in effect from 2020-21 under Choice Based Credit System. These programmes, in accordance with the G.O under reference have an exit option at the end of three years. The syllabus of semesters I to V of the 4 year General UG Honours programmes prepared by the APSCHE along with the guidelines and the curricular structure is placed in the website of the Council.

I am to further inform that, as per the guidelines placed in the website of the Council, there shall be mandatory internship for all UG programmes for 10 months – 1<sup>st</sup> Internship (Community Service Project) after the end of 2<sup>nd</sup> semester examinations, 2<sup>nd</sup> Apprenticeship / Internship / On the Job Training after the end of 4<sup>th</sup> semester examinations and the 3<sup>rd</sup> and final Apprenticeship / Internship / On the Job Training in semester 6 to ensure that the students develop hands on technical skills which will be of great help in facing the world of work along with developing social consciousness and compassionate commitment towards the neighbourhood.

In order to ensure presence of work force to firms/companies/organisations etc., throughout the year and to balance the work load in Degree Colleges, only 50% of students in a class shall be allotted Internship in V Semester and the remaining 50% shall attend classes on Skill Enhancement Courses (SECs). The 50% of students who attended internship in V semester shall attend classes for SECs in VI Semester and the 50% students who attend classes for SECs in Semester V shall go internship in VI Semester. In either Semester V or VI only 50% of students in a class will be in Internship or attend classes for

SECs. The students may be given a choice to opt for internship either in semester-V or semester-VI.

Accordingly, the 10 month mandatory Apprenticeship / Internship / On the Job Training for UG programmes as per the revised CBCS curriculum with effect from 2020-21 is to be held as follows:

<b>Internship Number</b>	<b>Apprenticeship / Internship / On the Job Training</b>	<b>Duration</b>	<b>To be held</b>	<b>Hours</b>	<b>Credits</b>
1 <sup>st</sup> internship	Community Service Project	4 weeks	After the end of 2 <sup>nd</sup> semester examinations, i.e during intervening summer of semesters 2 and 3	100	4
2 <sup>nd</sup> internship	Apprenticeship / Internship / On the Job Training	4 weeks	After the end of 3 <sup>rd</sup> semester examinations, i.e during intervening summer of semesters 4 and 5	100	4
3 <sup>rd</sup> and final internship	Apprenticeship / Internship / On the Job Training	One semester	5 <sup>th</sup> or 6 <sup>th</sup> semester - 50% of students to undergo in 5 <sup>th</sup> semester while the rest 50% to undergo in 6 <sup>th</sup> semester	200	12

For the students who are admitted in first year for the academic year 2021-22, the Community Service Project can be done anytime during III to VI semesters, including on weekends or holidays, completing the mandatory 4 weeks.

The Universities are therefore requested to note the change in execution of the final internship and communicate it to all the Degree colleges affiliated to the University.

Yours faithfully,



**SECRETARY**

Copy to:

The Vice Chancellors of the affiliating Universities

The Deans, Academic Affairs of the affiliating Universities

Principals of all Autonomous Colleges in the State of AP

**Program Book**

**Short Term Internship**

**AP STATE COUNCIL OF HIGHER EDUCATION**

(A STATUTORY BODY OF GOVERNMENT OF ANDHRA PRADESH)

# **Program Book for Short-Term Internship**

**Name of the Student:**

**Name of the College:**

**Registration Number:**

**Period of Internship:    From:                      To:**

**Name & Address of the Intern Organization**

## Instructions to Students

**Please read the detailed Guidelines on Internship hosted on the website of AP State Council of Higher Education <https://apsche.ap.gov.in>**

1. It is mandatory for all the students to complete 2 months (180 hours) of short-term internship either physically or virtually.
2. Every student should identify the organization for internship in consultation with the College Principal/the authorized person nominated by the Principal.
3. Report to the intern organization as per the schedule given by the College. You must make your own arrangements of transportation to reach the organization.
4. You should maintain punctuality in attending the internship. Daily attendance is compulsory.
5. You are expected to learn about the organization, policies, procedures, and processes by interacting with the persons working in the organization and by consulting the supervisor attached to the interns.
6. While you are attending the internship, follow the rules and regulations of the intern organization.
7. While in the intern organization, always wear your College Identity Card.
8. If your College has a prescribed dress as uniform, wear the uniform daily, as you attend to your assigned duties.
9. You will be assigned with a Faculty Guide from your College. He/She will be creating a WhatsApp group with your fellow interns. Post your daily activity done and/or any difficulty you encounter during the internship.
10. Identify five or more learning objectives in consultation with your Faculty Guide. These learning objectives can address:
  - Data and Information you are expected to collect about the organization and/or industry.
  - Job Skills you are expected to acquire.
  - Development of professional competencies that lead to future career success.
11. Practice professional communication skills with team members, co-interns and your supervisor. This includes expressing thoughts and ideas effectively through oral, written, and non-verbal communication, and utilizing listening skills.

12. Be aware of the communication culture in your work environment. Follow up and communicate regularly with your supervisor to provide updates on your progress with work assignments.
13. Never be hesitant to ask questions to make sure you fully understand what you need to do your work and to contribute to the organization.
14. **Be regular in filling up your Program Book. It shall be filled up in your own handwriting. Add additional sheets wherever necessary.**
15. At the end of internship you shall be evaluated by your Supervisor of the intern organization.
16. There shall also be evaluation at the end of the internship by the Faculty Guide and the Principal.
17. Do not meddle with the instruments/equipment you work with.
18. Ensure that you do not cause any disturbance to the regular activities of the intern organization.
19. Be cordial but not too intimate with the employees of the intern organization and your fellow interns.
20. You should understand that during internship programme, you are the ambassador of your College, and your behavior during the internship programme is of utmost importance.
21. If you are involved in any discipline related issues, you will be withdrawn from the internship programme immediately and disciplinary action shall be initiated.
22. Do not forget to keep up your family pride and prestige of your College.



## Internship Certificate

*Ungarala Sri Sai Satyanarayana Vara Prasad*

[B.Sc (MPCs) - HT No. 203337102052]

From SCHVPMR GOVERNMENT DEGREE COLLEGE, GANAPAVARAM

has successfully completed internship program.

The candidate was regular, honest and diligent in delivering duties and responsibilities  
"Web Designing" Internship at Aartisto Technologies Private Limited (Aartisto)

Internship Duration(8 weeks)

16 September 2022 to 15 November 2022

*G.S. Lakshmi*

Project Manager, Aartisto  
Tadepalligudem

*Vara Prasad*

CEO, Aartisto  
Tadepalligudem

INTERNSHIP - LIST OF STUDENTS						
Slo. No.	Program name	Program code	Nature of work	Course code	Year of offering	Names of the students
1	II B.Sc MPC	7101	<b>Short-Term Internship</b>	IV-STI	2021-22	Ch.Divya Sri
2	II B.Sc MPC	7101	Short-Term Internship	IV-STI	2021-22	D.Rathna Manikyam
3	II B.Sc MPC	7101	Short-Term Internship	IV-STI	2021-22	E.Vasanth
4	II B.Sc MPC	7101	Short-Term Internship	IV-STI	2021-22	G.Sandhya
5	II B.Sc MPC	7101	Short-Term Internship	IV-STI	2021-22	J.Venkata Vallika
6	II B.Sc MPC	7101	Short-Term Internship	IV-STI	2021-22	J.Sai Meghana
7	II B.Sc MPC	7101	Short-Term Internship	IV-STI	2021-22	N.Sai
8	II B.Sc MPC	7101	Short-Term Internship	IV-STI	2021-22	N.Salem Raju
9	II B.Sc MPC	7101	Short-Term Internship	IV-STI	2021-22	N.Dhinesh Kumar
10	II B.Sc MPC	7101	Short-Term Internship	IV-STI	2021-22	N.Dhana Surekha
11	II B.Sc MPC	7101	Short-Term Internship	IV-STI	2021-22	S.Hadasya
12	II B.Sc MPC	7101	Short-Term Internship	IV-STI	2021-22	S.Sravanthi
13	II B.Sc MPC	7101	Short-Term Internship	IV-STI	2021-22	V.Bhagya Priya
14	II B.Sc MPC	7101	Short-Term Internship	IV-STI	2021-22	V.Vijay Kumar
15	II B.Sc MPC	7101	Short-Term Internship	IV-STI	2021-22	V.David Raju
16	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	AINAPARRU THRINATH
17	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	ASAPU LAVANYA
18	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	BADDIREDDI BABY CHANDINI
19	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	BADE PURNA SIRISHA



Internship list of students 21-22

20	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	BANKAPALLI MAHIMA RUPA
21	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	BOBBALA VARSHINI
22	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	BORRA HEMA SINDHU
23	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	DASARI NANI
24	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	GANDHAM MAHA LAKSHMI KEERTHANA
25	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	GORRELA VENKATA LEELA KRISHNA
26	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	GUNDUPALLI RAJESH KUMAR
27	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	GURAJALA VAMSI KRISHNAM RAJU
28	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	JONNADA UMA SANKAR
29	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	KOMATI DEEPIKA
30	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	KKS LAKSHMI NARAYANI
31	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	MADDIPATLA GLORY GRACE
32	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	MARIPITTI TRIVENI
33	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	MATHALA BHANU SRI
34	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	MOORA THARUN
35	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	MOTE LOKESWARI
36	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	MUTYALA CHAKRADHAR
37	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	PETLU PRIYANKA
38	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	PONNA JAYARAMA TULASI BHADRA PRIYA

Internship list of students 21-22

39	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	POSINA GOWRI MATHA
40	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	RAYAPUREDDI SOMESWARI
41	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	SAPPA LOKESH DURGA KUMAR
42	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	SENAPATHI HEMA
43	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	SRIREDDY HEMALATHA
44	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	TAMMINENI GAYATHRI DEVI
45	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	TANNERU RAJESH MOULI
46	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	USS SATYANARAYANA VARA PRASAD
47	II B.SC(MPCS)	7102	Short-term internship	IV-STI	2021-22	VELISETTI PAVANI
48	II B.Sc BZC	7110	Short-Term Internship	IV-STI	2021-22	Manda Nani
49	II B.Sc BZC	7110	Short-Term Internship	IV-STI	2021-22	Paramani Swathi
50	II B.Sc BZC	7110	Short-Term Internship	IV-STI	2021-22	Saripalli Mounika
51	II B.Sc BZC	7110	Short-Term Internship	IV-STI	2021-22	Seelam Durga
52	II B.Sc BZC	7110	Short-Term Internship	IV-STI	2021-22	Sakalabattula Saroja
53	II B.Sc BZC	7110	Short-Term Internship	IV-STI	2021-22	Meesala Divya lahari
54	II B.Sc BZC	7110	Short-Term Internship	IV-STI	2021-22	Mallampalli Madhuri
55	II B.Sc BZC	7110	Short-Term Internship	IV-STI	2021-22	Muthyala Tejaswini venkata ramana
56	II B.Sc BZC	7110	Short-Term Internship	IV-STI	2021-22	Palepu Venkata kavyanjali
57	II B.Sc BZC	7110	Short-Term Internship	IV-STI	2021-22	Teku Nagalakshmi
58	II B.Sc BZC	7110	Short-Term Internship	IV-STI	2021-22	Mandalanka Suneetha

Internship list of students 21-22

59	I BCOM(CA)	8200	Short-Term Internship	IV-STI	2021-22	B.NAGA VENKATA JAYARAJU
60	I BCOM(CA)	8200	Short-Term Internship	IV-STI	2021-22	B.YAGNA PAVAN KUMAR
61	I BCOM(CA)	8200	Short-Term Internship	IV-STI	2021-22	B.AJAY BABU
62	I BCOM(CA)	8200	Short-Term Internship	IV-STI	2021-22	CH.SUNITHA RANI
63	I BCOM(CA)	8200	Short-Term Internship	IV-STI	2021-22	D.SELVARAJ
64	I BCOM(CA)	8200	Short-Term Internship	IV-STI	2021-22	G.DIVYA
65	I BCOM(CA)	8200	Short-Term Internship	IV-STI	2021-22	K.SOWJANAYA
66	I BCOM(CA)	8200	Short-Term Internship	IV-STI	2021-22	K.DHANA SRI
67	I BCOM(CA)	8200	Short-Term Internship	IV-STI	2021-22	M.ANJI BABU
68	I BCOM(CA)	8200	Short-Term Internship	IV-STI	2021-22	M.SAI KUMAR
69	I BCOM(CA)	8200	Short-Term Internship	IV-STI	2021-22	M.PRADEEP VARMA
70	I BCOM(CA)	8200	Short-Term Internship	IV-STI	2021-22	P.JOE MADHU
71	I BCOM(CA)	8200	Short-Term Internship	IV-STI	2021-22	R.ADARSH
72	I BCOM(CA)	8200	Short-Term Internship	IV-STI	2021-22	S.POOJITHA
73	I BCOM(CA)	8200	Short-Term Internship	IV-STI	2021-22	T.LAKSHMI KOKILA
74	IIIB.COM(G)	8100	Short-Term Internship	IV-STI	2021-22	K.SOWMYA
75	IIIB.COM(G)	8100	Short-Term Internship	IV-STI	2021-22	SK.MANISHA
76	IIIB.COM(G)	8100	Short-Term Internship	IV-STI	2021-22	D.SRAVANI
77	IIIB.COM(G)	8100	Short-Term Internship	IV-STI	2021-22	M.B.V.MOUNIKA
78	IIIB.COM(G)	8100	Short-Term Internship	IV-STI	2021-22	N.ALEKHYA
79	IIIB.COM(G)	8100	Short-Term Internship	IV-STI	2021-22	S.JAYAMANI

Internship list of students 21-22

80	II BCOM (G)	8100	Short-Term Internship	IV-STI	2021-22	P.MARIYAMMA
81	II BCOM (G)	8100	Short-Term Internship	IV-STI	2021-22	T.KETHARIN
82	II BCOM (G)	8100	Short-Term Internship	IV-STI	2021-22	N.VENKATA LAKSHMI
83	II BCOM (G)	8100	Short-Term Internship	IV-STI	2021-22	G.SHESAVENI
84	II BCOM (G)	8100	Short-Term Internship	IV-STI	2021-22	G.MAHALAKSHMI DURGA
85	II BCOM (G)	8100	Short-Term Internship	IV-STI	2021-22	S N SURENDRA
86	II BCOM (G)	8100	Short-Term Internship	IV-STI	2021-22	V.V RAMANA
87	II BZC	7110	Short-Term Internship	IV-STI	2021-22	B RAMADEVI
88	II BZC	7110	Short-Term Internship	IV-STI	2021-22	K DILEEP
89	II BZC	7110	Short-Term Internship	IV-STI	2021-22	K DURGA BHAVANI
90	II BZC	7110	Short-Term Internship	IV-STI	2021-22	CH TEJA
91	II BZC	7110	Short-Term Internship	IV-STI	2021-22	GVS DINESH KUMAR
92	II BZC	7110	Short-Term Internship	IV-STI	2021-22	J YASHIKA
93	II BZC	7110	Short-Term Internship	IV-STI	2021-22	D VASANTHA RANI
94	II BZC	7110	Short-Term Internship	IV-STI	2021-22	B VINEETHA
95	II BZC	7110	Short-Term Internship	IV-STI	2021-22	L GOLLAMMA
96	II BZC	7110	Short-Term Internship	IV-STI	2021-22	D ASRITHA
97	II BCOM (G)	8100	Short-Term Internship	IV-STI	2021-22	k Lakshmi Narayana
98	II BCOM (G)	8100	Short-Term Internship	IV-STI	2021-22	M Madhubabu
99	II BCOM (G)	8100	Short-Term Internship	IV-STI	2021-22	P Krishna Tulasi
100	II BCOM (G)	8100	Short-Term Internship	IV-STI	2021-22	P Krishna Tulasi

Internship list of students 21-22

101	II BCOM (G)	8100	Short-Term Internship	IV-STI	2021-22	R Elisha Rani
102	II BCOM (G)	8100	Short-Term Internship	IV-STI	2021-22	T Bala Murali krishna
103	II BCOM (G)	8100	Short-Term Internship	IV-STI	2021-22	T Subrahmanyam
104	II BCOM (G)	8100	Short-Term Internship	IV-STI	2021-22	V Lalitha Siva Jyothi
105	II B.A(HES)	6200	Short-Term Internship	IV-STI	2021-22	A.UHA
106	II B.A(HES)	6200	Short-Term Internship	IV-STI	2021-22	D.TEJA
107	II B.A(HES)	6200	Short-Term Internship	IV-STI	2021-22	D.DEEPIKA
108	II B.A(HES)	6200	Short-Term Internship	IV-STI	2021-22	G.SRIVALLI
109	II B.A(HES)	6200	Short-Term Internship	IV-STI	2021-22	K.SWARUPA
110	II B.A(HES)	6200	Short-Term Internship	IV-STI	2021-22	K.K. AJAY
111	II B.A(HES)	6200	Short-Term Internship	IV-STI	2021-22	P.MOHINI PRIYA
112	II B.A(HES)	6200	Short-Term Internship	IV-STI	2021-22	S.MOUNIKA
113	II B.A(HES)	6200	Short-Term Internship	IV-STI	2021-22	S.KRUPAMANI
114	II B.A(HES)	6200	Short-Term Internship	IV-STI	2021-22	Y.BHAGYAREKHA
115	II B.A(HES)	6200	Short-Term Internship	IV-STI	2021-22	Y.NAGA DATTATRAYA
116	II B.A(HES)	6200	Short-Term Internship	IV-STI	2021-22	Y.VENKATASAI