



**INTERNSHIP FOR THE SCHOOL OF COMPETITION LAW IN IICA  
GUIDELINES AND APPLICATION FORMAT**

## **GUIDELINES FOR INTERNSHIP IN THE SCHOOL OF COMPETITION LAW**

### **I. OBJECTIVE**

- To provide an opportunity to students in the areas of Economics, Statistics, Law, Business Management, Finance, etc to familiarize themselves about corporate laws, competition policy and law, corporate social responsibility, corporate governance, finance, public policy etc., and their application to the relevant issues in the various sectors of the Indian economy.

### **II. ELIGIBILITY CRITERIA**

- The internship training is open only to students who are from recognized institutions and universities and have prior exposure of the area of choice for internship.
- Students who have already been placed or have a placement offer are not eligible.

### **III. EDUCATIONAL QUALIFICATIONS**

**Students with following qualifications will be considered on merit basis:**

**Pursuing Economics and Management courses as under:**

- MA/MSc. (Eco).
- Fourth and final year students of 5 years integrated degree programme in Economics.
- MBA

**Pursuing Law as under:**

- Second and third year of bachelor degree in Law (3 year course after graduation) or
- Fourth and final year of the integrated five year course in Law.
- LLM

**Pursuing Professional courses as under:**

- Students of final group of Chartered Accountancy or Cost Accountancy or Company Secretary course

**IV. INTERNSHIP**

- Interns will be engaged in ongoing research and capacity building endeavours/ projects of IICA.
- An intern will be placed in a School or Center of IICA
- Each Intern will be provided with a minimum logistic support i.e. office space with intercom facility and computer facility.
- The Interns would be attached with a School or Center of IICA in view of the areas of interest expressed by the candidates and as per the preference of the School/ Center.
- A faculty member or senior staff of IICA will be assigned to each intern as 'Guide'. The intern will work under the guidance of her/his Guide.
- Intern will submit a draft dissertation of the assignment to the Guide before conclusion of the internship for his approval and grading.
- Intern may be required to make a presentation before School/ Center at the end of internship, after clearance by the respective Guide.

**V. SCOPE AND DURATION**

- Duration of the internship will normally be four weeks but can be extended up to eighteen weeks after review of performance by IICA.
- Number of interns offered is 60 (Sixty) in a given year, with the discretion to increase/reduce the number by IICA.

- Interns will be under the discipline of IICA during the period of internship and observe its working hours. Any absence during working hours may result in extension of the period of internship without any honorarium. The internship may be discontinued anytime without payment of any honorarium if the performance of the intern is not found satisfactory or absent without authorization of his guide.
- At the end of the successful completion of internship, the interns will be awarded a 'Certificate' along with a grading based on the performance of the intern. The high quality dissertation which are given grading 'A+' (Excellent) or 'A' (Very Good) will only be displayed on the website of IICA. The reports with grade 'B+' (Good), 'B' (Average), and 'C' (Not worth or not approved) will not be published on the website.

## **VI. HONORARIUM**

An amount of Rs.8000/- per month will be given as honorarium during the internship. The amount of honorarium may be revised from time to time at the discretion of IICA.

## **VII. HOW TO APPLY**

- Interested students may apply in the prescribed format given in Annexure. Applications on any other format will not be considered.
- Each application should include recommendation of the competent authority of the Academic Institution, where the candidate is pursuing studies. Applications received without recommendation will summarily be rejected.
- The application should be made 3 months in advance of the desired time period, clearly mentioning the specific dates for which internship is being applied.
- Applicants are required to submit a synopsis of the proposed work of not more than 1000 words. The synopsis should broadly cover overview of the sector, methodology proposed to follow, issues to be researched and probable outcomes or conclusions.
- The final topic of dissertation will be decided after discussion and keeping in view the relevance to IICA.



- Application in the prescribed format complete in all respects can either be sent by post addressed to Manager (HR), Indian Institute of Corporate Affairs or by email in such a manner that an application is received 3 months in advance.

### VIII. OTHER MODALITIES

- The intern will work within the premises of IICA and may utilize the reference books and other materials available in IICA’s library.
- The intern is also free to access other libraries in the city with prior permission of the Guide.
- The competent authority or nominee of the institution or referee making recommendation for the internship, may be available for interactions with IICA during the continuance of the internship and presentation.
- The final product of the internship will be the intellectual property of IICA and the intern may not use it without prior approval of IICA.
- The selected interns will have to give an undertaking before joining that “He/she has not been placed anywhere for job/employment”.
- The interns will also give an undertaking that “He/she shall strictly maintain full confidentiality and secrecy of any information/matter relating to IICA.
- Subject to availability, interns may apply for a hostel accommodation for the duration of the internship. If an intern avails this facility, then the applicable charges will be payable towards the hostel accommodation.

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**APPLICATION FOR INTERNSHIP IN THE SCHOOL OF COMPETITION LAW**

**Photo**

1.	Name	
2	Date of Birth	
3	Gender (male/female)	
4	Permanent Address	
5	Current Address	
6	e-mail address	
7	Tel No.	

**8Educational Qualifications (+2 onwards)**

S.No.	Name of the Course	School/ college/ Board/Univ.	Year	Subjects	Percentage of Marks


9	Whether pursuing/completed course in	Economics/ Law/ Financial Management/ Instt. of Chartered Accountants/ Company Secretaries/ Cost and Works Accountants (Tick as applicable)
10	Computer Skills	
11	Knowledge of statistical/Economic packages (please specify)	
12	Courses studied, which are relevant to the School/ Center of your choice to intern with	
13	Internship/Work Experience, if any (attach extra sheet if required)	
14	Areas of Interest	
15	Awards/Achievements/Papers Presented/ Published (attach extra sheet if required).	

16	<b>Details of extra curricular activities</b>	
17	<b>Suggested topic(s) on which Internship is proposed</b>	
18	<b>Mention the name of a School or Center, you wish to intern with</b>	
18	<b>Whether Synopsis attached? (Yes/ No)</b>	
19	<b>Duration and exact dates Of Internship.</b>	
20	<b>Any other additional relevant information (attach extra sheet if required).</b>	

**Place**

**Date (Signature of the Candidate)**





## **Recommendations**

Recommendations of the competent authority of the Academic Institution where the candidate is pursuing his studies.

**Signature with Name, Designation,  
Office Address, Tel No.& Office Seal**

**Place:**

**Date:**



## **UNDERTAKING**

I \_\_\_\_\_ student of

\_\_\_\_\_ from \_\_\_\_\_ do

hereby solemnly affirm that I have not been placed under any

job/employment.

Further, I shall strictly maintain full confidentiality and secrecy of any information/matter relating to Indian Institute of Corporate Affairs.

(Name and Signature of the Candidate)