



INTERNSHIP POLICY

Law being a professional discipline of knowledge, so is legal education moves on the wheels of knowledge and skill. Knowledge and skill both are provided during the life of the law college through courts, law offices, firms and corporations.

On these imperatives, Training (Internship) & Placement Cell of the college drafted its 'Internship Policy' for better dissemination of the rights and duties. The college has associated itself with institutions like **SILF (Society of Indian Law Firm)** and **MILAT (Menon Institutes of Legal Advocacy and Training)** to promote the skill development of its students through internship programs.

Training and internship to student is promoted with specific objective;

- To, expose student to laws in application and contexts where one should perceive solutions of practical legal scenario, which is learnt beyond class room environment.
- To, enable student to learn elements of legal practice such as legal research, process of and legal argumentation, legal drafting, legal problem solving and practice management.
- To, inculcate in student observation and reflection of professional standards in terms of values, ethics in his professional conduct and social responsibility.

Internship opportunity is open to all the students from BA.LL.B - first semester to ninth semester. Except first semester every student/applicant will be given their respective semester application rank on the basis of following ISB-100 scale. There shall be ranking of students of every semester separately.

Law per se is a standard of behavior, does constantly demands laying and following standards. We will scale a student on a scale of Maximum Marks 100. Internship opportunities will also scaled per firm, company or advocate. The internship and placement cell will select students for internship and placement based on following criteria. All the performance indicators have to be supported with the evidence of 'Certificates' to be attached as per requirement.

INTERNSHIP SELECTION BENCHMARKS (ISB-100)

S. No.	BENCHMARK	SCALE (M.M.-100)
1	ACADEMIC PERFORMANCE	10
2	PHYSICAL CLASS ATTENDANCE	15
3	PROJECT ASSIGNMENT	25
4	CO-CURRICULAR ACTIVITY	10
5	RESEARCH & PUBLICATION	10
6	GOODWILL AMBASSADOR	05
7	VOLUNTEERING	05
8	EXTRA-CURRICULAR ACTIVITIES	10
9	INTERNSHIP & PRESENTATION	10
	TOTAL	100



INTERNSHIP SELECTION BENCHMARKS (ISB-100)

1. **ACADEMIC PERFORMANCE:** Previous semester marks will be taken into consideration. **(MM-10)**

- 55% - 60% - 2
- 61% - 65% - 4
- 66% - 70% - 6
- 71% - 75% - 8
- 76% - above - 10

NOTE: Minimum eligibility for internship facility is **55% marks** in the aggregate of all the semester examinations that a student have appeared till date.

2. **CLASS ATTENDANCE: (MM-15)**

- 66% - 70% - 2
- 71% - 75% - 4
- 76% - 80% - 8
- 81% - 85% - 10
- 86% - 90% - 12
- 91% - 100% - 15

NOTE: Minimum eligibility for internship facility is **66% class attendance** in the ongoing Semester on the date of application till the conclusion of semester.

3. **PROJECT ASSIGNMENT:** Every student applied for 'Internship facility' shall be assigned a separate topic for 'Research writing and presentation' at the beginning of the Semester by T&P Cell. This 'Research writing and presentation' has to be submitted on date and time designated by the Head, T & P Cell, based on the 'Research writing and presentation' marks shall be allocated. A detailed separate notification shall done for the same. **(MM-25)**

- Research Writing - 10
- Footnoting, citations etc. - 05
- Research Presentation - 10

4. **CO-CURRICULAR ACTIVITY:** Moot / Client Counseling / Mock Trial / Judgment Writing / ADR / Treaty appreciation etc. event participation representing college with proper permissions and allocations, and on winning of trophies, prize, accolades and reaching positions. **(MM-10)**

- **International Competition**
 - Participation - 2
 - Quarter-Finalist - 4
 - Semi- Finalist - 6
 - Finalist - 8
 - Winner - 10
- **National Competition**
 - Participation - 2
 - Quarter-Finalist - 4



- Semi- Finalist - 6
- Finalist - 8
- Winner - 10

NOTE: No extra marks are available for personal accolades, as mooting is essentially a team activity.

5. **RESEARCH & PUBLICATION:** Research paper writing, empirical research, research report publications, research paper presentation in conference and seminar. **(MM-10)**
- ISSN Publication - 05
 - Conference Proceeding / White Paper etc. - 05
 - Empirical Research and report publication - 10
 - Paper Presentation National Conference/Seminar - 05
 - Paper Presentation International Conference/Seminar - 10
6. **GOODWILL AMBASSADOR:** While interning at any designated office your professional acumen and etiquettes should lead to enlisting more students from Lloyd as interns and placement in Future. **(MM-05)**
- Trainee - 05
7. **VOLUNTEERING:** Volunteer in organizing a college program and function. **(MM-05)**
- Academic activity - 05
 - Members of activity cell - 05
 - Performance and support in organizing Independence day and Republic Day program at college - 05
 - Performance and support in organizing other Important International Day program at college like World Environment Day, International Human Rights Day, Girl Child Day etc. - 05
 - Technical support like, photography, movie making, etc. designated by college - 05
 - Extra Curricular activity - 02
8. **EXTRA-CURRICULAR ACTIVITIES:** Participating in various different forms of competition, events and programs. **(MM-10)**
- Legal events during 'Fests'
 - Winning - 10
 - Semi-finalist - 05
 - Non-legal / Skill based events like: MUN, Debate, Essay writing, Parliamentary Debate, Painting, etc.
 - Personal Achievement / Winning - 05
 - Cultural Event
 - Winning / Runner - 05
 - Sports achievements
 - National - 05
 - State - 05



9. **INTERNSHIP:** Every next Internship shall be based on the learning indices, presentation and evaluation of the last internship. **(MM-10)**

- Learning indices - 05
- Internship presentation - 05

REGISTRATION PROCEDURE

- Online Registration form needs to be filled by the student.
- T & P Cell will communicate accordingly.

ADDITIONAL RULES:

- The BCI has a mandatory rule that a student can do internship only during academic session break i.e. Winter vacation and Summer Vacation.
- Internship period is ideally four to six weeks during each break.
- A student is required to maintain a diary during the all internships from Semester One to Ninth, this would be supplied by the college.
- A student’s internship evaluation will be done in two stages, one by the office where she/he interned and second by the T & P Cell through designated faculties after each internship.
- In case there is any uncalled behavior or unlawful conduct by intern at his office, she/he shall be prosecuted for the same or in case there is any violation of rules by the students, they shall be permanently barred from Internship facility.
- The decision of T & P Cell shall be final and binding in relation to internship and placement offered by the college.
