

UNIVERSITY OF KERALA

(Abstract)

Revised regulations, Scheme and Syllabus for **M.Com Degree course** with effect from 2014 admissions – guidelines for **‘Summer Internship’** – modified – approved – Orders issued.

ACADEMIC A.IV SECTION

No. Ac.AIV/1/M.Com Summer Internship/2015

Dated, Thiruvananthapuram: 06.05.2016

Read: 1. U.O. No. Ac.AIII/1FoC/IV-C-1/2014 dated 01.07.2014

2. U.O. No. Ac.AIV/3/M.Com Summer Internship/15 dated 03.08. 2015

3. Item No. 29 of the minutes of the meeting of the Academic Council held on 19.10.2015

4. Item No. 66 of the minutes of the meeting of the Academic Council held on 18.04.2016

ORDER

The Revised regulations, Scheme and Syllabus of **M.Com Degree course** was implemented with effect from 2014 admissions vide U.O. read as(1) above. The Second Semester M.Com Syllabus prescribes Summer Internship. The Vice – Chancellor has approved the guidelines for Summer Internship to be incorporated in the revised Regulations Scheme and Syllabus of M.Com Degree course implemented with effect from 2014 admissions, submitted by the Chairman, Board of Studies in Commerce (PG) and endorsed by the Dean, Faculty of Commerce, subject to reporting the Academic Council and U.O. read as(2) above was issued.

The Academic Council read as paper (3) above referred the item back to the Board of Studies in Commerce (PG) for detailed discussion and recommendations.

The Academic council read as paper (4), above resolved to approve the following guidelines for **‘Summer Internship’** as suggested by the Dean, Faculty of Commerce with effect from 2014-15 admissions.

1. There shall be Summer Internship by way an Organizational Study (OS) for two weeks to facilitate the students to get familiarized with the procedures and practice adopted in functional areas such as Production / Operations, Marketing, Human Resources, Management Information System, Research and Development and Finance by reputed firms approved by the Teaching Department at the end of the M.Com. Second semester programme.
2. Organizational Study (OS) for two weeks shall be arranged immediately after the University Examination, but prior to the commencement of third semester classes.
3. Organizational Study (OS) shall be monitored by the supervising teachers concerned insisting the submission of Work Diary in the format prescribed by the University.
4. Each student shall have to submit a written account of the experiences gained during the Organizational Study (OS). However, the Summer Internship carries zero credit.
5. The students shall be permitted to appear for the end semester examination only after furnishing a certificate by the Head of the Department of the Teaching Department concerned to the effect that the written account of experiences gained during Organizational Study (OS) was submitted on time.

The UO read as (2) above stands modified to this extent.

Orders are issued accordingly.

Sd/-

REMA M.

DEPUTY REGISTRAR (Acad. II)

For **REGISTRAR**

To

1. The Principals of all colleges offering M.Com Degree Course
2. The Dean, Faculty of Commerce.
3. The Chairman, Board of Studies in Commerce (PG).
4. The Director, Computer Centre
5. JR/DR/AR PG Examination/AR-EB/EB/M.Com Tabulation Section
6. PRO/RO/Enquiry
7. Stock File/ File Copy

Forwarded By/Order

Work Diary

Personal Profile

1. Name of the Student
2. Admission No.
3. Name of the College

Work Profile

1. Name of the Organization
2. Department / Branch / Section
3. Broad functional area
 - a. Finance
 - b. Marketing
 - c. HRM
 - d. Operations
 - e.
4. Supervisors name and designation

A. Faculty

B. Organizational

Activity Record

Date	Activity	Processes observed and documents handled	Leanings (to be stated in terms of experiences and competencies)
Day 1			
Day 2			
Day 3			
Day 4			
Day 5			
Day 6			
Day 7			
Day 8			
Day 9			
Day 10			
Day 11			
Day 12			

Signature of the Student Date

Signature of the Faculty supervisor Date

Certificate from the Work organization / Division or Section should be attached to the Diary