



State Policy and Planning Commission Madhya Pradesh

1st Floor, 'C' Wing, Vindhyachal Bhawan, Bhopal
Ph. No.: 0755-2551135; Fax No.: 0755-2772074; Email: spb@mp.nic.in

Application form for Internship Programme

1	Name			
2	Institution (Studying/has studied in)			
3	Details of course of Study with its duration			
4	Internship duration sought (in months)			
5	Proposed earliest date of joining			
6	Address for correspondence	Address Line 1-		
		Address Line 2-		
		City		
		State		
		Pin code		
		Mobile No.		
	E-Mail			
7	Date of Birth (DD/MM/YY)			
8	Area of interest/ learning (Tick the Appropriate- Max 3)	1	Administration & Coordination	
		2	SDG, Aspirational Districts & Aspirational Blocks	
		3	Knowledge Management, Science & technology Innovation	
		4	Agriculture & Allied Sector	
		5	Education & Skill Development	
		6	Tourism	
		7	Health & Wellness	
		8	Economics and Finance	
		9	Industrial Development	
		10	Infrastructure Development	
		11	Social Development	

9	Educational Qualifications (Starting from Class 12th onwards)					
	Name of Board/University/	Name of Institute	Exam Passed	Year	Percentage/CGPA	Main Subjects
9.1						
9.2						
9.3						
9.4						
9.5						
10	Work Experience details, if any					
	Name of Employer		Work Experience (in Months)	Work Domain		
10.1						
10.2						
10.3						
10.4						
11	Is the internship request related to present course of study? If so, please specify (for candidates who are presently perusing studies)					
12	Names of two References with designation & communication details, including mobile number and email address. <i>(for an applicant who have passed out during last 3 years, one of the references has to be from a faculty of his/her immediate past institute of learning)</i>			S.N.	Particulars	Details
				1	Name:	
				2	Designation:	
				3	Address	
				4	E-mail:	
				5	Mobile Number:	
				S.N.	Particulars	Details
				1	Name:	
				2	Designation:	
				3	Address	
				4	E-mail:	
				5	Mobile Number:	

13	If selected as an intern, please mention your expectations from the Internship opportunity at MP_SPPC	
14	Are you willing to undertake field studies covering remote areas of the state of Madhya Pradesh	

Undertaking/ Declaration by the Applicant

I have read the guidelines/terms and conditions of the internship programme and I agree to abide and follow them.

(Signature of the applicant)

For candidates pursuing studies at an educational institution/university

The applicant _____ is pursuing his Graduate/Post-Graduate/Ph.D./other degree Programme from our institute since(Date) and would be completing the same by (Date)
The application is forwarded.

Place:

Date:

Signature name and seal** of the
Director/Dean/
HOD

For candidates who have passed out during 2017 and 2018*

The applicant _____ has successfully completed his degree/post-graduate programme at the Institute in..... and has been found eligible for the award of.....
The application is forwarded.

Place:

Date:

Signature name and seal** of the
Director/Placement Coordinator/ Faculty
writing a reference

(* For the pass out candidate a separate write up can be enclosed and attached)

(** Printed letterhead can also be used)

Instructions Regarding Filling and Submission of the Form

1. Download the application form, fill it completely.
2. Declarations and undertaking are duly signed along with the seal of the signee, wherever applicable
3. Make a single PDF file containing form and all the relevant documents, marksheets etc. The hard copy of the PDF should be sent to the below address: -

Advisor State Policy and Planning Commission Madhya Pradesh

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Note: "INTERNSHIP PROGRAM" should be written at the top of the envelope containing your application.

4. The PDF should also be emailed to the email address: spb@mp.nic.in, the subject line of email should be – <Internship Program> <your name>
5. Applicant will be informed through the email or call regarding acceptance of his/her application. If required prior to the selection for internship applicant may be called for an interview (online or offline).
6. If any other instruction is required to be given to the applicants will be informed through email.