



Estd. 1966

OFFICE OF THE PRINCIPAL
B. H. COLLEGE, HOWLY

Regd. No. 150/1972-73

(An institution with 'B++' grade accredited by NAAC)

P.O. Howly, Dist. Barpeta (Assam), Pin- 781316

Website : www.bhcollege.ac.in ❖ Email : bhcollege1966@gmail.com ❖ Mob : 9435513261

Date :

From : **Dr. Bhushan Chandra Pathak**
Principal

TO WHOM IT MAY CONCERN

It is certified that Mr/Miss _____ is a bonafide student of BA/B.Sc/B.Com/BBA 4th semester of B.H.College, Howly bearing Class Roll No. _____ who fulfills the required criterion of undertaking summer internship as academic accomplishment with a 60 hours work load in your institution. In this respect your kind cooperation and support is highly solicited.

I wish him/her a successful completion of the same.

Principal
B.H.College, Howly

CERTIFICATE OF INTERNSHIP

*This is to certify that Mr./Miss.....
student of B.H.College has successfully completed a summer internship in the
field of..... from to under guidance of
.....*

*During the period of his/her internship program with us, he/she has
acquired adequate skills in the concerned field.*

Name of Supervisor:

Date of Issue:

Signature

Report:

Steps of Preparing Report

- **1st Page: Cover page**
- **Photocopy of Internship Certificate**
- **Acknowledgement**
- **Index**
- **Executive Summary**
- **Organisational Profile**
 - Name of Employer:**
 - Address:**
 - E.Mail:**

- **Brief Description about Nature of Work**
- **Importance of Work**
- **Brief Description of Work Performed**
- **Learning Outcome**
- **Conclusion**

(Sample of Cover Page is attached in next Page)

B.H.College,Howly

INTERNSHIP REPORT



Submitted for the fulfillment of the requirement for the Degree of BA/B.Sc/B.Com/BBA

**Internship Report Submitted To
Bhattadev University**

**Internship Report Submitted By
(Name of Student)**

Suggestive Sectors for Internship

(Student can pursue on any one of the field)

- 1. Trade and Agriculture**
- 2. Financial Institution**
- 3. Logistic and Automobile**
- 4. Retail**
- 5. Fast Moving Consumer Goods**
- 6. Information Technology**
- 7. Handcraft, Art, Design, Music**
- 8. Health Care**
- 9. Sports, Wellness and Physical Education**
- 10. Tourism and Hospitality**
- 11. Public Policy and Legal Service**
- 12. Communication**
- 13. Education**
- 14. Agriculture sector-for internship in rural areas**
- 15. Any other rural and community oriented sectors including NGOs, SHGs etc.**