



RAJMATA JIJAU SHIKSHAN PRASARAK MANDAL'S Arts, Commerce & Science College

(ID.- PU/PN/ACS/161/2001)
(Affiliated to Savitribai Phule Pune University & Govt. of Maharashtra)
NAAC Accreditation 'B' Grade I ISO 9001:2014 & ISO 14001:2015

Opp. Amphenol Company, Near Datta Mandir, Landewadi, Bhosari,
Pune - 411 039 (Maharashtra). Tel : 020-27124910 Fax : 020-27124338
Email : rajmata_college@yahoo.co.in web : www.rjspm.com

Ref:- RJSPM/ Internship / 128 /2021-22

Date : 22 / 12 / 2021

To,

The Manager (HR),

TJSB Bank
Landewadi, Bhosari -39.

Subject :- Request for inclusion of students of our college for Internship Programme...

Madam / Sir,

Savitribai Phule Pune University has introduced 'Internship Programme' for Third Year B. Com. Students in its revised syllabus.

The purpose of the internship programme is to provide hands-on training and experience to the students about various aspects of business and commercial activities. The internship will also enhance employability of students.


In view of this, I request you to provide following students of our college (List enclosed) with an opportunity for internship in your esteemed organisation.

We would appreciate if you could provide exposure of the following business activities to these students. Activities related to Banking & Finance

We look forward to a mutually rewarding academic association with your organisation.

Thank you.

Sincerely,


Coordinator,
Internship Programme




Principal
Rajmata Jijau Shikshan Prasarak Mandal's
Arts, Commerce and Science College
Landewadi, Bhosari, Pune-39.

FEEDBACK FROM INTERNSHIP PROVIDER ORGANISATION

Dear Madam/ Sir,
Please provide your valuable feedback about the performance of the student on following parameters. Your feedback will enable us to make necessary changes in the internship process. Thank you.
Coordinator- Internship Programme
Internship Programme feedback form

Sr. No.	Particulars	Details
1)	Name of the Supervisor/ Officer	: Halge Prashant Eknath
2)	Department	: Blusari Branch
3)	Designation	: Branch Manager
4)	Name of the Student	: Gawhane Pranaya Sanjay
5)	Name of the College	: RJSPM ACS college (andewadi)
6)	Roll Number	: 38
7)	Special Subject	: Banking & Finance

Part - A - Individual Ranking (Please tick the suitable checkbox)

No.	Parameter for feedback	Excellent	Very Good	Good	Satisfactory	Needs improvement
1)	Domain Knowledge	✓				
2)	Communication Skills	✓				
3)	Punctuality & Dedication		✓			
4)	Ability to work in teams		✓			
5)	Problem solving skills			✓		
6)	Quality of work done			✓		
7)	Effectiveness		✓			
8)	Efficiency			✓		
9)	Ability to take Initiative			✓		
10)	Positive attitude	✓				
11)	Appearance		✓			
12)	Using full potential at work		✓			
13)	Work habits	✓				
14)	Honesty & Integrity	✓				
15)	Creativity	✓				

Please turn over

Part B – SWOC analysis of the student (Please mention below the strengths and weaknesses of the student and the areas for improvement)

They should have more concentration power


Part C – Suggestions to make the internship programme more productive and effective.

1. Number of students should be in less quantity

2. _____
3. _____
4. _____
5. _____

Part D – Changes required in the curriculum to improve employability of students.

1. _____
2. _____
3. _____
4. _____
5. _____

Balaji


Name, Designation and Signature of the Supervisor / Reviewing Officer Place of Review :

Date of Review :



