



Memo No- SCBC/MEMO/2025-26/

Date: 09 January 2026

NOTICE

All **eligible Regular students of UG Major – 5th Semester** are hereby informed that, as per **UGC-NEP guidelines**, completion of an **Internship Course is mandatory** for all regular candidates of the 5th semester. Students are required to **pay an Internship Fee of ₹500/- only** through the **College Website** within the stipulated time.

Procedure for Payment & Enrollment

1. Login to the **Student End Dashboard**.
2. Update **ABC ID and University Registration Number**
(*These details can also be updated from the payment page*).
3. After updating, go to:
Form Fill-up → Other Fees → Internship Fees
4. Verify the details and **complete the payment**.
5. After successful payment, **submit the payment receipt to Shri Amit Kr Pal, Room No. 109**.

Students who have already updated their **ABC ID & Registration No** may proceed directly with the payment. Others must update the details first and then complete the payment.

Further instructions and communications regarding the internship will be **notified from time to time**.

Last date for payment and enrollment:

17 January 2026

(Effective from today)

Students are advised to complete the process within the deadline to avoid any academic complications.

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