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Office of the Principal
BAGNAN COLLEGE
(An Institution, Assessed and Accredited by The NAAC)
(Estd. - 1958)
P.O. : BAGNAN ★ DIST : HOWRAH
Pincode : 711 303

Ref. No. _____

Date _____

Urgent Notice

Date: 20.06.2025

(Summer Internship Project Work/ Dissertation)

It is notified that pursuant to the CSR/48/2023, dated 29.12.2023, CUS/145/24, dated 18.06.2024, & CUS/155/24, dated 02.07.2024 and CSR/132/2024, dated 14.11.2024 issued by the Registrar, University of Calcutta, the Summer Internship for the students of B.A./B.Sc./B.Com. Semester –II & IV (Hons. and MDC) of Bagnan College has been undertaken. The students/interns of Summer Internship, who are pursuing Summer internship are hereby instructed to prepare their Project/Dissertation based on the Internship Programme/Area of Internship undertaken.

The hardcopy of the project paper is also to be submitted latest by 7th July 2025 to respective nodal officers of Internship.

Following are the Guidelines for preparation of Project/Dissertation:

1. The Project/Dissertation is to be prepared in A4 size paper (Margin: Left 1.0, Right 1.0, Top 1.0, Bottom 1.0)
2. Contents front Times New Roman/Book Antiqua (12 point size with 1.5 line space)
3. Both sides of the A4 size paper is to be properly used.
4. Figures and Tables should be labeled with proper descriptions.
5. Page numbers should be included.
6. Project binding: Hard binding\Spiral\Channel file.
7. Order of the project report:
 1. Title page
 2. Certificate of Guide/Supervisor
 3. Student's Declaration
 4. Acknowledgement
 5. Executive Summary/Abstract
 6. Contents Table
 7. Chapter-wise Discussion
 - Chapter1: Introduction
 - Chapter 2:
 - Chapter 3:
 - Chapter 4:
 - Chapter 5: Conclusion (with recommendation/suggestions)
 - Bibliography/References

Sample of important Documents (click on the link below):

<https://11nk.dev/VGJM4>

All concerned please note.

By order,

Dr. Badal Kumar Maity

Principal, Bagnan College, Howrah