



CIHSR INTERNSHIP TERMS AND CONDITIONS

As an intern at the Christian Institute of Health Sciences and Research (CIHSR), the following terms and conditions will apply throughout the duration of the internship:

1. Reporting and Supervision

- The intern shall report directly to the **Academic Coordinator**, Administration.
- Departmental matters must be reported immediately to the concerned **Head of Department (HOD)**.

2. Conduct and Discipline

- The intern shall **abide by all rules and regulations** of CIHSR for the full duration of the internship.
- Interns are expected to maintain **self-discipline**, display a **positive attitude**, and show **respect for individuals and the community**.
- Any form of **antisocial, unlawful, or illegal behavior** is strictly prohibited.

3. Communication

- **Proper and timely communication** must be maintained with CIHSR authorities, individuals, and the community throughout the internship.

4. Health and Safety

- Interns are responsible for **their own health** and must take **necessary precautionary measures**.

5. Accommodation

- **Accommodation will not be provided** by CIHSR. Interns must make **independent lodging arrangements** outside the campus.

6. Financial Responsibilities

- An **internship fee** as applicable to the respective department must be paid at the start of the internship.
- A **refundable security deposit of ₹5,000** is required, which serves as a breakage and damage fee. It will be refunded upon successful clearance from the concerned department at the end of the internship.



- The **total fees (including the security deposit) must be paid in full** at the start of the internship.
- Internship fees are **non-refundable** if the intern withdraws before completing the internship.

7. Internship Duration and Certification

- An **Internship Certificate** will be awarded **only upon successful completion of 6 months** and after due **assessment by the department**.
- If the intern leaves before completing 6 months, they will only be issued a **Certificate of Observership**.

8. Work Assignments

- The intern may be assigned **shift duties** based on the department's needs and scheduling.

9. Confidentiality and Intellectual Property

- Interns may be exposed to **confidential and proprietary information** during their internship.
- All such information, including but not limited to data, processes, plans, and intellectual property (collectively referred to as "Confidential Information"), must be kept in **strict confidence**.
- Disclosure of such information to external parties including the **public, media, journals, or academic institutions** is strictly prohibited unless **prior written approval** is obtained from the **Directors**.
- Any **products, processes, discoveries, designs**, or improvements developed during the internship which are eligible for intellectual property protection shall be **disclosed to CIHSR** and shall be the **sole property of the institute**.

Acknowledgement

I hereby acknowledge that I have carefully read, understood, and agree to comply with all the above-mentioned terms and conditions. I understand that signing this document is a mandatory requirement for my internship at CIHSR.

Name of Intern: _____

Signature: _____

Date: _____