



Circular: BIL/GC/136/2025-2026

Date: 03/02/2026

**CIRCULAR**  
**INTERNSHIP AND PRACTICAL TRAINING RULES**

**Applicability:**

These rules shall apply to the internship programmes of students enrolled in the Five-Year Integrated Courses of BBA LL.B. (Hons.) and BA LL.B. (Hons.), B.Com LL.B. (Hons.) as well as the Three-Year LL.B. Programme.

**Internship:**

1. As a part of curriculum and BCI norms (BCI Guidelines: (BCI affiliation letter Dated 3-3-2022. D.204/2022(LE/App/Afflin) : Refer: Rules in Schedule II) students are mandated to complete 20 days of internship for current semester from 6<sup>th</sup> Feb to 28<sup>th</sup> Feb.
2. The place of internship can be any one among the list mentioned in annexure.
3. The place of internship as to be identified by the student and informed to their respective mentors.
4. If there is any change in place of internship during the said period, it as to be communicated to the respective mentors and the change of place as to be done only after approval of the mentor.
5. Not more than 5 students can intern at the same advocate office.
6. During the internship the students have to maintain a separate diary to record their daily activities.
7. The rules and regulations of the place interning as to be followed properly without any sort of issues.
8. Proper discipline as to be maintained by the students throughout the internship.
9. At the end of the internship, the internship completion certificate as to be gained by the students, and submitted during reopening of classes.
10. A final report of the internship undergone to be submitted during the Viva Voce.
11. The format of the report will be uniform and will be circulated.

**Practical Training:**

1. The students will be taken for an educational visit during the semester.
2. During the visit students have to abide all the instructions said by the Faculty In-Charge.
3. Also, the students have to follow all the rules mandated by the place of visit.
4. During the visit the students have to actively engage themselves and learn from the same.
5. A report as to be prepared by each student about the visit, which as to be submitted during the Viva Voce.



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 (Vide Notification No. F.9-5/2000 - U.3 Ministry of Human Resource Development, Govt. of India, dated 4th July 2002)



6. The format of the report will be uniform and will be circulated.

### ANNEXURE I

Internship shall be done at varied forums that includes the following but not limited to the list alone. Any other agency can also be considered provided if its area of operation is legal or matters related to law.

1. Trials Courts (JCJ + Sessions++ Family Courts+ Labour Courts+ Accident Claims Tribunals+ Rent Control Tribunal + DRT + Lok Adalat etc.)
2. Appellate Courts: District and Sessions Courts + Fast Track Courts + High Court & the Supreme Court of India)
3. Office of any Senior Advocates / Office of any Law Firms/
4. Research Institutes relating to law
5. Regulatory Authorities.
6. Local Self Governments includes Corporation/Municipality/Village Panchayat/
7. Parliament, Any State Assembly – Secretariat -
8. NGO working in the area social advocacy or any other
9. Corporate office of any company
10. Law Department of any Banks/financial institution/
11. Insurance Companies.
12. Law Firms
13. Law Book /Legal Journals Publishers
14. LPO
15. Family court Counseling center
16. Mediation Centers
17. Office of any Chartered Accountant
18. Office of any Company Secretary
19. Human Right Commission – District and State level
20. Consumer Redressal Forum – District and State Level
21. Tribunals –
22. Legal Aid/ Legal service Authority
23. Police station – Police Academy -
24. Office of the RTI
25. Market Institutions
26. Legal Correspondents/ Reporters of any media house.
27. Trade Union Bodies



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- 28. Investigating Agencies
- 29. Excise and Customs office
- 30. Imports and Exporting Agencies

*Harinny. K*  
*3/2/2026*