

*Dr. Nirmalendu Sarkar.*  
Principal



Estd. : 1969 (B.Ed.)

Office of The Principal  
**KATWA COLLEGE**

Department of B.Ed.

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Govt. Aided \* Recognized by NCTE & UGC (Under 2F & 12B) \* Affiliated to THE UNIVERSITY OF BURDWAN

Ref. No : NA

Date : ~~01/06/2026~~

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## NOTICE

School Internship (04 weeks), Sem-II, Session – 2025-27

This is for information of all concerned that the 04 (four) weeks School Internship related to the students of B.Ed. Semester-II (session 2025-27) is scheduled to be held **on and from 03.06.2026 to 30.06.2026.**

The school allotment list, contains with method subject and gender, associated with said trainees has already been published and uploaded in website. **Request for changing school will not be entertained.**

**As per the norms of the NCTE, trainees will have to secure 90% attendance of their total working days in entire internship period. Trainees are instructed to obey the norms, issued time to time by the NCTE & the University of Burdwan respectively regarding said internship.**

Concerned students are instructed to report before the headmaster/headmistress of respective school at 10.30 AM on 03.06.2026 and follow his/her school related instructions during internship. They are also instructed to obey the norms, regulations & timetable of concerned school where he/she is scheduled to be deployed.

School wise Attendance register for the trainees will be provided by the department ; leaders and/or co-leaders of different schools are hereby informed to collect it from departmental office by 02.06.2026, during office hours.

An online Internship Monitoring system (password protected), based on Google form (link /QR code is mentioned below), will be active during the internship period. Leaders / Asst. Leaders of concerned schools must fill up the online form carefully and submit it once between **3.00 PM to 5.00 PM on each working day.** Basic attendance data will be collected through the system. Demonstration of fill-up said form will be provided if needed. Students are advised to contact Mr. Suraj Sarkar for password & demonstration of said online system. Leaders / Co-Leaders are advised not to share the password with anyone.

**All faculty members and students are requested / instructed to do their internship related duty accordingly.**

Online Internship Monitoring system Link : <https://forms.gle/t8G7xWcXrUAmmK6R7>

Or scan the QR code for online Internship Monitoring system :



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