

**Format for Application for DRDO Paid Internship Scheme**

1.	Name of the Applicant	:		<b>Affix Passport size photo  (4.5 x 3.5cm)</b>
2.	Date of Birth	:		
3.	Aadhar No.	:		
4.	Name, Address & Contact No. of the College	:		
5.	Discipline	:		
6.	Branch Code	:		
7.	Degree	:	UG: Semester/Year: <input type="text"/> PG: Semester/Year: <input type="text"/>	
8.	CGPA (On Scale of 10) (Copy To be Enclosed)	:		
9.	Achievement (Awards/Professional Membership, if any to be mentioned)	:		
10.	Referral letter from Principal/HOD of college /institute	:	To be mandatorily attached	
11.	Nationality	:	<b>Indian</b>	
12.	Permanent Address	:		
13.	Local Address, if any	:		
14.	Contact No of Individual: Alternate No:	:		
15.	Email Id of Individual	:		
16.	Checklist (Please Tick)	:	Enclosed documents <input type="checkbox"/> Reference Letter issued by Principal/HOD <input type="checkbox"/> UG/PG Marksheet Reflecting CGPA <input type="checkbox"/> Copy of Aadhar card	

The above information is correct to the best of my knowledge and belief.

Place:

Date:

**Signature of the Applicant**

Ref No: \_\_\_\_\_

Date:

To,

The Director,  
Naval science & Technological  
Laboratory, Vignan Nagar, NAD Cross  
Road, Gopalpatnam post,  
Visakhapatnam (A.P) 530027

**Subject: Request for Paid Internship opportunity for a period of six months**

Ref: Advertisement No. NSTL/HRD/INT/2026/02

Respected Sir,

We request an internship opportunity for Shri/Ms....., who is a bonafide student of this college having enrollment no..... He /She is pursuing his study in .....Semester/Year of B. Tech / M. Sc. Of our institution and is eligible for **Paid Internship Scheme of DRDO at NSTL, Visakhapatnam.**

He/She is a meritorious student and is eager to gain practical exposure in the defence related applications through an internship at your esteemed organization.

The college has no objection if he/she joins internship at your organization and is physically present in the establishment for a minimum of 15 working days in a month. The college will relieve the student to undergo the internship at your establishment.

It is also hereby assured that student will complete full tenure of his/her paid internship.

We believe that this internship will be an excellent opportunity for our student to enhance his/her technical skills. Kindly consider this request and grant the necessary permissions. We assure you of our student's commitment to learning and adherence to all institutional norms.

Thanks, and regards,

Signature of Principal /  
Head of the College /  
Institution  
with Office Seal.

**UNDERTAKING**

**INDIAN OFFICIAL SECRET ACT 1923**

I, \_\_\_\_\_ S/o / D/o \_\_\_\_\_

resident of (address) \_\_\_\_\_

District \_\_\_\_\_ hereby certify that I have been made acquainted with the provision of the Indian Official Secrets Act, 1923. I understand that in case of breach of official trust, I am liable to the penalties detailed in the mentioned Act.

Station : \_\_\_\_\_

Date : \_\_\_\_\_

Signature \_\_\_\_\_

Name : \_\_\_\_\_

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**UNDERTAKING**

I, \_\_\_\_\_ S/o / D/o \_\_\_\_\_

resident of (address) \_\_\_\_\_

District \_\_\_\_\_ hereby certify that I will follow IT Rules and Regulations applicable for Ministry of Defence and its amendments thereof. I understand that in case of breach, I am liable to the penalties detailed in the mentioned Rules.

Station : \_\_\_\_\_

Date : \_\_\_\_\_

Signature \_\_\_\_\_

Name: \_\_\_\_\_