



OFFICE OF THE CONTROLLER OF EXAMINATIONS
BISHOP HEBER COLLEGE (AUTONOMOUS)
Tiruchirappalli – 17.

UG / PG

APPLICATION TO ENROLL EXTRA CREDIT COURSE

Sem: _____

SELF STUDY COURSE / INTERNSHIP / ONLINE COURSE
(Choose any one per Semester)

- Name of the Student (in CAPITAL) :
- Roll Number : Programme and Major :
- % of Marks scored up to Previous Semester :
- Mobile Number of the Student :

5. Extra Credit Course details:

Self Study Course	Internship		Online Course	
Title:	Duration:		No. of weeks	
	Industry Address:		NPTEL	SWAYAM
			Title:	

6. Staff In-Charge (Mentor) :

7. Recommendation by the HOD (with seal) :

Date:

Signature of the Student

Note:

Self Study Course – Credits 2	Online Course or Internship
1. For Final year students only.	1. 4 to 6 weeks – 1 credit
2. To Select one course from the list given by your department Board of Studies.	2. 8 to 12 weeks – 2 credits
3. NO CIA only ESE – Valuation internally.	3. Online course must be out of your curriculum.
4. Absentees and Failures cannot reappear in the next semester and it does not affect the degree.	4. Submit the certificates forwarded by your HOD on or before the beginning of the End Semester Examinations.
5. Enrollment: Pay Rs. 100/- before 15 th September / 15 th February of every academic year. (Amount not refundable)	
6. Internship Duration: (a) Winter Internship: Between 15 th Nov. and 15 th Jan. (Even Semester) (b) Summer Internship: Between 15 th May and 15 th July. (Odd Semester)	
7. For every semester students are asked to produce the Online Course certificate or Internship details and the marks or grade for the registration on or before 15 th October / 15 th April through the Head of the Department.	