

**SABUDH**

9th August, 2023

Subject: Internship Confirmation at Sabudh Foundation, Mohali

Dear Amay,

In reference to your application, we would like to congratulate you on being selected for the Data Science internship with **Sabudh Foundation** based at PhaseVIII A, Plot No. C, 184, Industrial Area, Sector 75, Sahibzada Ajit Singh Nagar, Punjab 160071. Your online training will start w.e.f **10th August 2023** for a period of 6 -12 months.

Should you need any clarification on the offer, please feel free to contact us at divya.g@sabudh.org

Code of Conduct: Please abide by the following rules:

- The timings are 09:30 am to 06:30 pm IST Monday to Friday.
- The details of the training assignments shall be communicated by our instructors to you from time to time.
- Interns need to report for morning sessions at 8:00 AM IST on weekdays as communicated from time to time.
Attendance will be taken in these Live sessions.
- Drop an email at (divya.g@sabudh.org) to ask for Leaves if required.
- You need to report to your mentors assigned to you twice a week after discussion for the timings on your mentees WhatsApp group.
- Your sincerity towards your mentors, peers, and institute will play a significant role throughout your training.
- Sabudh foundation is not liable for paying any stipend. All expenses shall be borne and looked after by you.
- It is of utmost importance to maintain the confidentiality of the information you come across during the internship period. Hands-on training might include data from our clients and must be dealt with care.

We are looking forward to having you on board with us.

Sincerely,

Sarabjot Singh Anand
Director
Sabudh Foundation

Sabudh Foundation Mohali

PhaseVIII A, Plot No. C, 184, Industrial Area, Sector 75, Sahibzada Ajit Singh Nagar, Punjab 160071

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