## Summer @ IIT Palakkad

Application Portal for Summer Internships 2025



## **Your Application Status**

## How to Apply

- 1. Kindly read the <u>Eligibility and Instructions</u> carefully to make sure that you are eligible for the program.
- 2. Kindly go through the <u>list of internship positions that are available</u> for Summer 2025. Identify the ones that interest you the most. You can keep a choice of maximum two faculty members. You can find an overview of the research interests of each faculty member from their respective <u>home pages</u>
- 3. Click on <u>Create new account</u> on the sidebar in this portal. **Enter a valid email address** and a username and to create a new account.
- 4. A welcome message with login instructions will be sent the email address entered above. **Please check the spam folder**, in case you do not see the mail in your inbox.
- 5. The link in the welcome mail can only be used once to log in and will lead you to a page where you can set your password. After setting your password, you will be able to log in at this portal using your username and password.
- 6. Login to this portal.
- 7. In order to complete the application form, you will need to get a letter from the head of your institution/department in <a href="this format">this format</a>. Get it signed and sealed. You will need to upload a scanned copy of the same.
- 8. For converting the CGPA to percentage, please use the formula **Percentage of marks**= (10 x CGPA)
- 9. Now fill all the pages of the application form carefully. After filling all the details, preview the application once and then submit it.
- 10. You can make minor changes to the submitted applications before the closing date using the link in the *Applicant Menu* on the right. But after making any change(s), you will have to go to to the last page and click on "Submit Application" once more for the change(s) to be submitted. No changes will be allowed after the closing date.

## **Good Luck!**