



Internship Offer Letter

Dear Mr./Ms. **ELLAKAR SACHIN**

Date: 2026/02/19

AICTE Student ID: STU681f6beceed1f1746889708

We would like to congratulate you on being selected for Microsoft Elevate's **4-week Internship Program** on the **Emerging Technologies**, helping you build a strong base for advanced professional learning and industry-relevant applications. The internship will commence on **16 February 2026**.

During this internship, you will work individually and be assigned a mentor who will guide you to identify a solution to the problem and develop it into a project. The internship will be providing the following benefits:

- Learn and demonstrate **21st Century IR5.0 skills** to enhance your employability and boost your confidence in emerging technologies
- Gain access to curated learning content through **Microsoft Learn and the LMS Portal**
- Participate in **interactive masterclasses** led by industry experts
- Work on **real-world problem statements** with hands-on practice and mentorship
- Earn a **Co-branded certificate with the AICTE logo**, enhancing your career credentials

The structure of the internship is as follows:

Week	Topic
Week 1	<ul style="list-style-type: none">• Introduction to the program• Registration and formalities on the Learning Management System• Journey on Microsoft Learn begins
Week 2	<ul style="list-style-type: none">• Technical and mentoring sessions commence• Project work initiated
Week 3	<ul style="list-style-type: none">• Technical and Mentoring sessions• Completion of Microsoft Learn Courses
Week 4	<ul style="list-style-type: none">• Project Submission• Completion of Assessment• Certification

Criteria for Certification:

- Participation in weekly sessions with mentors is mandatory
- Registration on MS Learn and LMS
- Completion of courses on LMS and passing the assessment with 50%
- Submission of a project presentation

Stipend:

There will be **NO stipend** for this internship.

If you agree to the above terms, please indicate acceptance of the offer letter and sign the undertaking below.



Undertaking Agreement

I, **ELLAKAR SACHIN**, from **MLR INSTITUTE OF TECHNOLOGY**, who is undergoing an internship under the Microsoft Elevate Internship Program, do hereby undertake the following:

- I will be present at the weekly sessions conducted virtually, as organized by the mentor and team, and undertake the courses assigned for the duration of the internship. I will inform the mentor and team in case of any valid reason for absence.
- I will communicate regularly with the mentor regarding the progress of the courses.
- I declare that I will ensure timely submission of the project and deliver the presentation within the stipulated time to complete the internship and earn the certificate.
- I will maintain decorum during all virtual weekly sessions and will not engage in any disciplinary or unethical practices.

I declare that my internship may be terminated at any stage on the grounds of:

- Absenteeism from masterclasses or mentor-led sessions
- Not being in touch with the mentor or team
- Not being reachable

I further declare that my internship may be terminated immediately in cases of misbehaviour, inciting hatred, indiscipline, habitual insubordination, or misconduct of any kind.

Name: ELLAKAR SACHIN

Institute: MLR INSTITUTE OF TECHNOLOGY

AICTE Student ID: STU681f6beceed1f1746889708

Telegram Group Link: <https://t.me/+w8Dzy9NorLdhMzJI>

Telegram Group Name: MS Elevate - AICTE Internship - Feb 2026

Student's Gmail ID: 23r21a05u5@mlrit.ac.in

Internship Title: MICROSOFT ELEVATE | Power BI | 4-WEEK INTERNSHIP | February 2026 BATCH

Internship ID: INTERNSHIP_1767966661696107c5331f3

Note: Emerging Technologies Internship would cover one of the following training tracks:

- Introduction to Power BI
- Azure Fundamentals
- Co-Pilot Enabled Development and Automation