Document Requirements for Software Development Interns (Andhra Pradesh, India)

1. Identity & Address Verification (KYC)

• Aadhaar Card (mandatory)

• PAN Card (mandatory if stipend is paid)

• Passport (optional)

• Voter ID (optional)

• Driving License (optional alternative)

2. Academic Verification Documents

• 10th Class Marksheet

• 12th Class Marksheet

• Diploma Certificates (if applicable)

• Undergraduate / B.Tech Semester Marks Memos

• Bonafide Certificate from College

• College ID Card

3. Internship Onboarding & Legal Documents

• Internship Application Form

• Internship Offer Letter (signed by student)

• Internship Agreement (signed)

• Non-Disclosure Agreement (NDA)

• Intellectual Property (IP) Assignment Agreement

• Company Policies Acceptance Form

4. College / University Documentation

• Internship Permission Letter from College (if required)

• Training/Internship Approval Form (signed & sealed)

• MoU between company & college (optional)

5. Banking & Stipend Documents (if stipend paid)
• Cancelled Cheque / Bank Passbook Copy

• PAN Card

• UPI ID (optional)

• Stipend Acknowledgement Form

6. Additional Mandatory Documents
• Two Passport-Size Photographs

• Updated Resume

• Emergency Contact Information Form

7. Optional / Role-Specific Documents
• Technical Skill Certificates (NPTEL, Coursera, Udemy, AWS, etc.)

• GitHub Profile Link

• Portfolio / Projects List

• Medical Fitness Certificate (optional)