

Date: 15 November 2025

Mr. Vishal Golhar ,

B.Tech in Artificial Intelligence ,

G.H. Rasoni College of Engineering (GHRCE), Nagpur.

**Subject: Internship Offer Letter**

Dear Vishal,

We are pleased to inform you that you have been selected for the position of **Machine Learning (ML)** Intern at **Road2Tech** . The internship will be conducted in online mode, commencing from **20 November 2025** and will continue for a period of **six (6) months** till **20 May 2026**.

During the internship, you will gain hands-on exposure to Machine Learning model development, data preprocessing techniques, evaluation workflows, and technical documentation aligned with academic and industrial project standards. You are expected to maintain professional ethics, responsiveness in communication, and punctuality in task submissions throughout the internship duration.

The internship includes a fixed **performance-based stipend** ranging from **₹3000 to ₹5000 per month**, which will be determined based on your contribution, learning progress, and task performance.

Kindly acknowledge this letter as a confirmation of your acceptance of the internship offer. We look forward to your active participation and wish you success in this learning journey with us.

**Internship Rules and Guidelines**

Please carefully review the following rules and guidelines, which all interns at **Road2Tech** are required to follow throughout the internship period:

1. **Work Availability:** Interns must remain available as required; work hours may vary depending on project progression or client needs.
2. **Data Usage:** Company data must be used strictly for official purposes. Any form of sharing, copying, or misuse is strictly prohibited.
3. **Confidentiality:** Personal information of employees, clients, or stakeholders must not be disclosed to any external party under any circumstances.

4. **Project Commitment:** Interns should not discontinue the internship midway, especially during active projects or tasks that may impact the team's workflow.
5. **Certification:** The internship certificate will be issued only upon successful completion of the full internship duration and all assigned tasks.
6. **Approved Platforms:** All code, files, documentation, and deliverables must be stored exclusively on company-approved platforms or repositories.
7. **Professional Conduct:** Interns are expected to maintain professionalism, follow instructions, communicate respectfully, and uphold confidentiality at all times.
8. **Disciplinary Action:** Any misconduct, breach of confidentiality, or misuse of company resources may result in immediate termination of the internship.
9. **Communication:** Interns must communicate promptly regarding task updates, challenges, or any expected delays.
10. **Work Quality:** All submitted work must be original, accurate, and completed within the assigned timelines unless prior approval for extension has been granted.

If you require any clarification regarding the above guidelines, please feel free to contact us. We kindly request you to share a **signed copy of this offer letter** to confirm your acceptance of the internship. We look forward to your valuable contribution to **Road2Tech**.

**Please acknowledge your acceptance of this internship offer at your earliest convenience.**

Authorized Signatory




Vaibhav Wakade, Road2Tech , Pune .

[Email](#) | [Website](#)

---

Acceptance

I, **Vishal Golhar** , hereby accept the internship offer outlined in this letter and agree to all the terms and conditions.

Signature: \_\_\_\_\_ 

Date: \_\_\_\_\_