

An Internship Report On

(TYPE THE INTERNSHIP REPORT TITLE HERE-*IN CAPITAL LETTER*)

By:

TYPE STUDENT'S NAME HERE- *IN CAPITAL LETTER*

(First Name/Second Name/Surname)

Exam Roll Number:/13

TU Registration Number:

PRIME COLLEGE

Khusibhu, Kathmandu, Nepal

Submitted To:

Faculty of Management

Tribhuvan University

Kathmandu

In Partial Fulfillment of the Requirements for the Degree of

BACHELOR OF INFORMATION MANAGEMENT (BIM)

Kathmandu

MONTH, 20..

DECLARATION

I hereby declare that the internship report entitled “TITLE OF INTERNSHIP REPORT” submitted to the Faculty of Management, Tribhuvan University, Kathmandu is an original piece of work under the supervision of Prof./Dr./Mr., and (NAME OF SUPERVISORS), faculty members, PRIME COLLEGE, KHUSIBUN, KATHMANU, and is submitted in partial fulfillment of the requirements for the award of the degree of Bachelor of Information Management (BIM). This internship report has not been submitted to any other university or institution for the award of any degree or diploma.

Signature

NAME OF STUDENT

Date:

RECOMMENDATION LETTER

(Student should keep the recommendation letter here from concern organization in which they worked as interneers mentioning their completion of the internship with internship duration. The letter should be prepared in the organization's letter head and duly signed by concern authority/senior/supervisor/HR Manager of the organization with office seal.)

Signature: _____

NAME OF AUTHORITY

DESIGNATION

DATE:

OFFICE SEAL:

(It should printed in college letterhead and mention the followings)

APPROVAL SHEET

This is to certify that the internship report

Submitted By:

STUDENT'S NAME (in capital letter)

Entitled

(WRITE INTERNSHIP TOPIC HERE)

I/We certify that I/We have read this document and in my opinion, it is satisfactory in scope and quality area as an internship report in partial fulfillment for the undergraduate course, Bachelor of Information Management (BIM) held at Prime College, Tribhuvan University

Date of Approval:_____

Signature:_____

SUPERVISOR.....

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REFERENCE

Student should follow the APA format, to download, Go to link below for format:

http://www.pyc.edu.np/index.php?option=com_content&view=article&id=599&Itemid=564

APPENDICES