

Cognizant Internship FAQ 2021

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1.0 FAQ –Cognizant Internship 2021

1. What is Internship?

Internship is an opportunity for all Campus selects to achieve business readiness even before you onboard with Cognizant. Each intern spends certain training hours across core skills, hands-on and behavioral learning. In addition, you will work on Business aligned use cases as part of their project component during project phase along with required training to gain more confidence on technology areas.

2. What is the eligibility criteria for Internship?

All campus selects who accepts Cognizant offer, are eligible for internship.

3. Do we have any selection criteria to join the Internship program?

There are no selection criteria for internship program. All campus selects are eligible for internship, subject to availability of slots and purely based on a first come first served basis.

4. What is the alternative, if I am not able to opt for the Internship?

If you do not want to opt for internship, then you must proceed with the Continuous Self Development (CSD) learning path. However, the faster you get skilled, we expedite your onboarding

5. How different is CSD from Internship?

CSD is a self-paced virtual blended and guided learning. The program structure includes virtual learning through online platform and webinars and mandatory skill certification.

6. Can non-IT students opt either for Internship or CSD?

Yes, non-IT students can take up Internship or CSD.

7. When will CSD commence if I have not opted for internship?

For Priority joining, we recommend you to opt for internship. However, if you have opted for CSD it is expected to commence in Q1 2021.

8. When will intern be joining as full time employee?

Based on performance during Internship and the business demand, your onboarding as full-time employee will be prioritized.

9. Can I skip internship offer and join Cognizant later? Will it affect my joining date?

Cognizant Internship being a pre joining skill and capability development program, it would form a critical part of your employment with Cognizant.

Prior to joining Cognizant, you must successfully complete the prescribed Internship program. In event of non-completion of the Internship, Cognizant may at its sole discretion revoke this offer of employment.

Those who do not opt for any internship must proceed with the Continuous Self Development (CSD) learning path. However, the faster you get skilled, it may help to expedite your onboarding.

10. Is the intern expected to join back after completion of internship?

Yes. The candidate is expected to join cognizant after completion of internship. Candidate will be notified formally on joining date.

11. What is the duration and timings of the Internship program and when does it start?

Internship is for a period of 3 to 6 months, during your 8th semester. Training will be done from Monday through Friday from 9 am to 6 pm (IST). Saturday, Interns can use this day to catch up the learning and assignments provided.

Actual Internship dates and duration would be based on the business demand aligned skill tracks offered.

12. Why should I join Internship and what are the benefits of Internship program?

Internship is a great platform for you to jump start your career. Internship offers a unique opportunity for you to gain skills that makes you business ready. There are other benefits ranging from working on business case, to earning a stipend. We however emphasize on business-focused learning as the key factor that should encourage you to pursue internship.

Below are the few benefits for your understanding.

- Acts as a Launchpad to the Corporate world
- Work on business aligned use cases
- Learn and Work with Subject Matter Experts
- Opportunity to interact with Leaders

- Participate in technical (hackathons, code challenges) and fun events
- A good stipend every month

13. What are the milestones (Hours spend or Assessments?) Intensity of the program and evaluation?

Milestone based learning with following components is covered with continuous evaluation & gradation

- 1) Continuous learning with hands on exercises
- 2) Assess type 1 with code challenges
- 3) Assess type 2 with knowledge and skill based assessments
- 4) Business Aligned Project
- 5) Business/ SME feedback

Candidate require to spend Monday to Friday 9 am to 6 pm (IST) for a period of 3 to 6 months which has dependency on the track assigned.

14. What is the alternate option if it is not feasible to join internship program and CSD program is inadequate?

No. Currently, only internship and CSD options are available.

15. During internship does the students need to join virtual session between 9 AM – 6 PM or it will be flexible?

No. Currently, we offer only full time virtual internship offering and additionally we can provide recordings of sessions if any sessions are missed.

16. What are the expectations from an Intern?

We expect you to

- Complete your learning as per the given schedule.
- Get sufficiently equipped to deliver quality work.
- Adhere to the organization's policies and complete the given assignment(s) on time.

17. What exactly will I undergo in Internship?

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, code SME interactions, mentor connects, code challenges etc. to accelerate your learning.

18. Will my Internship be in Cognizant campus?

No, your internship learning will be through virtual mode.

19. Does Cognizant evaluate my performance during Internship?

Yes, performance will be reviewed, evaluated and communicated on regular basis.

20. What is the consequence if I drop out of the Internship mid-way?

It will have an impact and your onboarding with Cognizant would be prioritized based on the successful completion of same. In event of non-completion of the Internship, Cognizant may at its sole discretion revoke this offer of employment or give you additional time for completion.

21. Will I get the final evaluation / performance scores and feedback at the end?

No, scores will not be shared with you as per Cognizant's compliance policy. We will provide internship completion mailer, upon successful completion.

Additionally, Learner dashboard in platform will have scores and they can take it as snapshot for any consequence or proof to the colleges. It has complete view for assessments and project.

22. Will I be allowed to attend college sessions periodically?

Yes, you can attend college sessions provided you should be available for all training and connect sessions planned for internship. You can also plan your college activities during weekend.

In case of Mid-term exams, you have to inform in-advance with at least one month notice for us to plan accordingly.

23. Can I take leave during Internship?

We strongly recommend that you avoid leaves during Internship. However, in case of exigencies, you can always do so by intimating your coach / mentor, well in advance.

24. Do I get any holidays during Internship?

Yes, national and regional holidays will be available as per location specific Cognizant holiday calendar.

25. I have a mid-term exam during internship, am I allowed to go?

Yes, you will be allowed for mid-term exams. However, you are required to inform us at least two weeks in advance prior to the exam dates. It is the responsibility of the intern to catch up on all the pending learnings and assignments missed during the mid term exams.

26. I have my final exam during internship, what should I do?

Yes, you are allowed to appear for your final exam. However, you are required to inform us at least one month prior to the final exam dates. It is the responsibility of the intern to catch up on all the pending learnings and assignments missed during the final exams.

27. Will stipend be deducted, if leaves are availed?

Yes, stipend will be deducted for the leaves availed.

28. Is there a dress code to be followed for virtual Internship?

Yes, you will need to adhere to Cognizant Dress Code policy. Any violation to this policy will call for actions. The dress code policy will be shared while taking up Internship.

29. What are the documents that I need to submit / upload in the tool, at the time of joining Internship?

PAN Card and Aadhaar Card is mandatory.

30. Will I get stipend during my Internship?

Yes, you will receive stipend of Rs.12000 per month based on your performance during internship completing milestones successfully internship.

31. Will stipend apply tax deduction?

Yes, stipend will be paid after tax deduction. Form 16 will be provided for you to claim at the time of IT return.

32. If Interns provide tax saving investment proof, will you pay the entire stipend without tax deduction?

Since Interns will not be able to submit tax investment proofs in the system, taxes will be deducted at source on this stipend amount. For tax refund, Interns would be provided Form 16 to claim the same.

33. Are there any allowances apart from the stipend?

No, there are no other allowances apart from the stipend in the internship period.

34. How will be my stipend paid?

It will be credited every month to your active individual personal bank account as per the details provided by you. It cannot be a joint account with any of your family members.

35. Can I choose the technology for my Internship project?

Allocation of technology track depends on the following – student capability, business demand and location where it can be offered. Student capability is assessed through – electives completed by the student, participation in other technical forums and performance in Internship. After the Internship is successfully completed, the campus hires will be mapped to the same project / location based on continued business demand.

36. How the interns are mapped to various Technology track?

Technology Mapping is carried out based on skill and knowledge provided, performance in test, interview conducted by cognizant and business demand.

37. What kind of projects will I be involved, during Internship?

The projects completed in the internship duration (full) will vary from development, to enhancements, research, scripting across technologies like Java, Dot net, AWS, Cloud, FSD, DW, Selenium, SFDC, SAP. Project in Application Development space requires good programming skills. Some of them would require Digital skills as well. These projects are a combination of business aligned business case that we deliver to our clients or internal projects to address Cognizant's business needs.

38. What will be learning curriculum assigned to me as part of internship?

You will undergo a learning curriculum as per the learning track assigned to you. The learning path will include in-depth sessions, hands on exercise and project work. There will also be series of webinars, quizzes, code SME interactions, mentor connects, code challenges, assessments etc. to accelerate your learning. The performance during Internship would be monitored through formal evaluations

39. Does Cognizant provide final semester project?

No, as per Cognizant's corporate security policy we will not provide final semester project.

Cognizant does not allow the project material to be used beyond the said guidelines, hence the student needs to be aware and appropriately create the project report without violating any compliance.

40. My college requires source code for final project submission, is it possible?

No, as per our compliance policy, you will not be provided any source code from Cognizant.

41. There is specific request from my University to do academy projects related to my specialization in Engineering (Non CS students – Circuit & Non Circuit), how can I participate in Internship?

We provide IT specific projects only, please discuss with your TPO on the same.

42. Will cognizant provide Infra (Hardware / Software) to pursue internship?

No, Interns will have to manage with their own infra to pursue internship program.

43. Will I get on boarded as soon as the internship completes?

Based on performance during Internship and the business demand, your onboarding as full-time employee will be prioritized.

44. Can I take a break for a month or two after the internship is over and before I join cognizant as a full-time employee?

No. Since the cognizant offer is done based on business demand you will need to join on the date requested.

45. How critical is internship completion for onboarding to cognizant?

Your onboarding with Cognizant would be prioritized based on the successful completion of same. In event of non-completion of the Internship, Cognizant may at its sole discretion revoke this offer of employment.

46. What is the consequence of plagiarism and misconduct during the internship?

There would be zero tolerance to plagiarisms and misconduct during the internship.

47. Do I get flexibility on the assessment dates? – can I reschedule my assessments if i am on leave due to pressing needs?

You have 2 attempts for completing assessment and flexibility in choosing assessment dates is allowed.

48. Do I have flexibility in modification of milestone dates for assignment and project work?

No. You would be required to ensure timely completion and submission of assignments, project work and preparation required prior to the sessions.

49. In case of virtual internship, will I need to be present at the office for Assessments?

No, you will be taking the assessments online again through virtual mode. All your actions will be monitored and recorded during assessments and all assessments are proctored online.

50. Will I be requested to change Internship delivery from virtual to in person during the internship? If so, will my relocation charges be covered?

No, you will not be change from virtual internship to in-person mode.

51. What if I do not have the appropriate software in my laptop / Computer to continue the internship?

You can raise the software issue to your coach who will get back with alternative options for resolving the issue.

52. What if am un-available / unable to connect due to planned electricity shut down and network issues?

You can catch up once your network connectivity is resolved and ownership on the catch up is on the intern to get in track with the schedule

53. What will be the mode of communication and where I can get the updates regarding the Internship?

Email will be the mode of communication for updates on internship. Once you are onboard to internship program you will be provided a cognizant email id for communication.

54. What are the infra requirements for joining the internship?

You will need a Webcam, Microphone, Laptop/ PC, good internet connection with more than 5 Mbps, 4 GB RAM, Hard disk 250 GB, Processor Dual core to avoid any disruption in learning.

2.0 Glossary of terms

Term	Definition
Coach	Own the cohort and candidate's Point of contact for any queries
GenC	Generation Cognizant
CSD	Continuous Skill Development
SME	Subject Matter Expert
TPO	Talent Placement Office (College)
VILT	Virtual Instructor Led Training
SL	Service Line