**Meeting Minutes**

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| **Project Name** | Campus Management Application at WSC |
| **Meeting Place** | WSC , 11th Floor - Meeting Room |
| **Meeting Date** | 28-Apr-2023 |
| **Meeting Time** | 03:15PM |
| **Meeting Duration** | 45 mins |
| **Meeting Topic** | Training Module- Requirement Gathering |

**In Attendance (WSC)**

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| **Attendee’s Name** | **Department** |
| Mr. Rajan Pradhan | Industry Support |

**In Attendance (SOUL)**

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| **Attendee’s Name** | **Department** |
| Sharmistha Panda | SOUL |
| Abhishek Adhikari | SOUL |
| Shruti Kumari | SOUL |
| Shiv Kaul | SOUL |

**Points Discussed**

The following points were discussed:

1. Training is a one-year course with Four specialization- AC maintenance & Refrigeration, Mechatronics, School of electrical, and Mechanical and Electrical services.
2. Training is like Finishing School; students attend this after completion of ITI/Diploma
3. Students are sent to Singapore too in batch of 40 (15 days)and 24(6 months) i.e. In total around 60 students.
4. Internship is given to students only after completion of course
5. The criteria for internships given by companies are like- Age limit, gender, career performance (+2, Diploma or ITI performance)
6. Final list of students after interview should be manual. The list of students can be modified (only deletion).
7. The SME confirmed and approved the flow of Seminar/Conference and Internship process.

Action Item:

None