

Date: 21st April, 2025

INTERNSHIP OFFER LETTER

To,

Maahi Tated,
IInd B C A,
M O P Vaishnav College for Women

Dear Maahi,

We are pleased to offer you a four-week Unpaid Internship opportunity to learn Software Development at Bitcot Technologies Pvt. Ltd, Chennai. Your Internship will commence on **21st April 2025** and continue until **19th May 2025**.

During this Internship period, you will be given opportunities for learning and development. Please note that this Internship does not confirm your future employment opportunities with Bitcot, and you will not be considered an employee of the Company and therefore will not be entitled to any employee benefits, including but not limited to health insurance and vacation, that the Company offers to its permanent employees.

You are required to submit copies of **your PAN Card, Aadhar Card, and College ID card** at the time of joining.

We welcome you to the Bitcot family and hope that your internship with us will be rewarding for both parties.

With Best Wishes

Vaishnavi G

Vaishnavi Ganesan
HR & Operations Manager
For **Bitcot Technologies Pvt Ltd**.

TERMS AND CONDITIONS FOR INTERNSHIP

1. Introduction:

During the terms of the agreement, Bitcot Technologies Pvt Ltd or any associated entities will be referred to as the "Company." This document outlines the terms and conditions governing your internship with the Company.

2. Internship Period:

The Internship shall commence on 21st April, 2025, and shall continue for a period of 4 weeks, ending on 19th May, 2025. The exact start and end dates will be communicated to you before the commencement of the internship.

3. Internship Position:

You will be designated as an intern in Software Development, learning the Python framework. Your role and responsibilities during the internship will be based on the project or tasks assigned to you by your supervisor.

4. Eligibility:

To be eligible for the Internship, you must be currently enrolled in a relevant academic program at an accredited institution. Any changes in your eligibility status during the internship period must be promptly communicated to the HR department

5. Work Hours:

Your office hours will be 10:30 AM to 6:30 PM, Monday to Friday, unless otherwise specified by your supervisor or the Company.

6. Compensation:

You will not receive any monetary compensation for this internship. However, we will provide you with opportunities for learning and development and real examples of the workflow.

7. Confidentiality and Intellectual Property:

During your internship, you may have access to confidential and proprietary information belonging to the Company. All such information shall be kept strictly confidential, and you shall not use it for your purposes or disclose it to anyone outside the Company.

Additionally, any intellectual property, including but not limited to code, designs, documents, or reports, created during the internship shall belong to the Company.

8. Prohibited Disclosure on Social Media:

You are strictly prohibited from disclosing or discussing confidential company information on any public or private social media platform, including but not limited to Facebook, Twitter, LinkedIn, Instagram, and blogs. This includes refraining from posting, sharing, or commenting on any information that could reasonably be considered sensitive, proprietary, or not intended for public dissemination

9. Code of Conduct and Company Policies:

You are required to adhere to the Company's code of conduct and all internal policies and guidelines during the internship. This includes but is not limited to respecting colleagues, following work schedules, and maintaining a professional attitude.

10. Termination of Internship:

Your participation in this Internship is voluntary and treated as 'at-will.' The Company reserves the right to terminate the Internship at any time, with or without notice, and with or without cause.

11. Evaluation and Feedback:

Your performance during the Internship will be regularly evaluated by your supervisor or the designated team lead. Feedback will be provided to help you improve your skills and work effectively.

12. No Full-Time Employment Guarantee:

Please note that this internship does not guarantee full-time employment with the Company. Any offers of full-time employment will be based on your performance during the internship period and the availability of suitable positions within the Company.

13. Modification of Terms:

The Company reserves the right to modify or amend these terms and conditions, subject to prior notice to the participants.

By signing below, you acknowledge that you have read and understood the terms and conditions of the internship and agree to abide by them throughout the internship period.

DECLARATION

I have read and understood the contents of this letter. The terms and conditions mentioned herein, along with the acceptance of the offer made by the Company, have been agreed and accepted by me. I am signing this letter as a token of acceptance of the foregoing.

Place: Chennai

Date: 21/04/2025



Signature