Procedure for doing Project work in IIT Bombay

(Applicable only to Indian nationals studying in India.)

1. In order to do Project work in IIT Bombay, the external student on his own has to find a Supervisor in IIT Bombay according to the desired stream. The consent from the supervisor to supervise the project work may be sought.

2. After Supervisor's concurrence, the student has to download the application form from Academic office web page http://www.iitb.ac.in/newacadhome/toTraining.jsp

3. The student is required to submit following documents :
   - Duly filled application form singed by the student, Principal/ Director of the College, Guide & Head of the Department, IIT Bombay.
   - Recommendation letter from the College Principal/ Director
   - Two recent passport size photographs
   - Duly singed IP Policy Agreement Form available at following link :
     https://www.iitb.ac.in/newacadhome/IPPolicyAcceptanceFormIntern.pdf

4. The application form would be further processed by Academic section. After approval from the competent authority, the student would be informed to make the payment in the Cash Section of IIT Bombay.

5. The Payment in total, should be made through Demand Draft drawn in favor of **"THE REGISTRAR, IIT BOMBAY" payable at "MUMBAI".** Please note, fees paid towards issue of external project work is NON- REFUNDABLE. The fees details are as under :

a	Project work (8 weeks)	Rs.15,000/-
b	Degree project work (B.E./B.Tech./ M.Sc./MCA) for a period upto 6 months	Rs. 40,000/-
c	Masters' project work (M.Tech. Level) for a period upto 6 months	Rs. 50,000/-
d	Masters' project work (M.Tech. Level) for more than 6 months and upto 1 year	Rs. 60,000/-

6. Student should submit the original application form along with fee receipt in Academic Section.

7. Thereafter, the student may to proceed to the Security section for preparing Identity card (ID) in the office of Security section is located at the Ground Floor, Annex, Nandan Nilekani Main Building. Student should duly fill, sign and obtain verification from Academic section. The duly signed/ stamped form may be submitted to the ID card office, Security section for further processing.

8. The student would be allowed to use the library facilities (as per IITB rules) for the given period as mentioned in the Identity card.

9. No Hostel accommodation will be provided. The student needs to make their own arrangements for accommodation.

10. On completion of the project work, the student has to submit the duly signed/ stamped certificate from the guide/ Supervisor with complete details in Academic office.

11. The Project Completion certificate would be issued to the student from Academic office.

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