

Punjab State Commission for Women
SCO No. 5, Phase 1, Sector 55, SAS Nagar (Mohali)

Email: punjabwomenscommission@gmail.com, pswc.pb@punjab.gov.in

Telephone No. 0172-2222607-2223607.

Subject: Internship of students with the State Commission for Women.

The Punjab State Commission for Women has been set up in terms of the Punjab State Commission for Women Act, 2001 to further review the constitutional and legal safeguards available to women, recommend remedial measures to remove impediments in realizing such goals, facilitate redressal of grievances and advise the Government on all policy matters affecting women. The Commission also organizes workshops / seminars for gender awareness /make recommendations for economic empowerment of women, conducts workshops/ and takes up publicity campaign awareness in the society against such social evils.

2. The State Commission for Women has, with a view to effectively disseminate knowledge/information on women related issues and build a pool of trained manpower, decided to engage interns in the State Commission for Women with immediate effect. Accordingly, it has been decided to offer following categories of internship:

Scheme: Unpaid internship for a period of 60 days.

| Eligibility Criteria |
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| Students of second year of 3-year LLB Course or 4th/ 5th year BA LLB/BBA LLB/ B.Sc. LLB Courses OR 2nd year student of Post Graduate in Sociology /Psychology/ Social Work/ Gender Issue/ Women Studies/ Gender Studies/LLM. Or M.Phil/ Ph.D Scholars of Sociology/Psychology /social work/Law/ Gender Studies/ Women Studies. |

3. Students desirous of interning with the State may send their applications in the prescribed proforma indicating dates for the calendar year 2024-25 when they would like to intern with the Commission. A letter of recommendation from the Head of the Institution/Authorised Signatory is mandatory as a part of application. Efforts will be made to accommodate students closer to the dates indicated by them and, in case, it is not possible to do so, alternative dates will be offered. Each intern will need to maintain a diary of the work done by them on each day of internship in the Commission. All interns will also be required to sign a declaration regarding the confidentiality of information/documents that will come to their knowledge.

4. The interns will be selected on the following basis:

60% weightage for the percentage obtained during last two years and 40% weightage for the quality of the 'Statement of Purpose given as part of the proforma.

5. With a view to enable students to apply for internship, an on-line application Proforma has been made available on the portal <https://sswcd.punjab.gov.in/en> of Director Social Security and Women & Child Development Punjab.

6. The criteria for selection for all the three Schemes shall be: -

60% weightage for the percentage obtained during last two years and 40% weightage for the quality of the "Statement of Purpose" uploaded as part of the proforma. The closing period would be quarterly (January-March, April-June, July-September and October-December).

7. The maximum number of interns to be engaged under all the schemes in a quarter will be decided by the Competent Authority of State Commission for Women. It is clarified that no TA/DA/Stipend will be paid to the Interns.

8. The list of selected interns will be also be uploaded on the website of the Commission and Social Security women & child development.

9. This notification will be effective from **27st November to 26th December, 2024**

10. The desired candidates/students may send their applications in prescribed format uploaded on to the Punjab State Women Commission, Phase1, sector 55, opposite Indus Hospital, SAS Nagar (Mohali)

OBJECTIVES OF INTERNSHIP PROGRAMME

1. To provide them opportunity to have an insight into the legal system of India in general and of Punjab, in particular.
2. To provide students specialized training and practical experience in Gender related issues and laws at the threshold of their career.
3. To provide a framework by which students may be associated with the roles and functions of PSWC where their educational experience can be enhanced through practical work assignments.
4. To provide a systematic mechanism for interns so as to enhance their practical knowledge about working of expert and specialized bodies like our Commission.
5. To provide an opportunity to students to help expand the reach to the weaker and vulnerable women of Punjab.
6. To provide a strong platform for students to learn and contribute to the society.
7. To promote the safeguards and rights of women as enshrined in the legal system of the country among the younger legal minds.

Punjab State Women Commission

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Email ID: punjabwomenscommission@gmail.com

Internship No. _____
(For Office Use)

Photo of Intern
(Self Attested)

1. Name of the Intern: _____
(In Block Letters)
2. Date of Birth: _____
3. Gender: _____
4. Father's/Husband's Name: _____
(In Block Letters)
5. Residence Address: _____
(In Block Letters)
6. Contact No.: _____
7. Email address: _____
8. Name of University: _____
9. Educational Qualification:

| Sr No. | Qualification | Name of Board/University | Year of Passing | Pass % (Aggregate) | Subjects |
|--------|--|--------------------------|-----------------|--------------------|----------|
| 1 | Matric | | | | |
| 2 | 10+2 or Equivalent | | | | |
| 3 | Graduation 1 st Year | | | | |
| 4 | Graduation 2 nd Year | | | | |
| 5 | Graduation 4 th Year | | | | |
| 6 | Graduation 5 th Year in Case of LLB 5 year Program | | | | |
| 7. | Post Graduation 1 st year | | | | |
| 8 | M. Phil / Ph.D Scholars, 1 st year / 2 nd year | | | | |

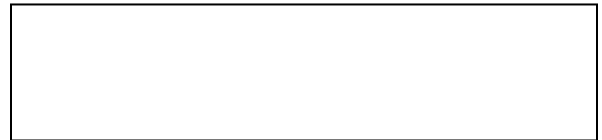
10. Name of the institute:
11. Semester of the course
Presently pursuing and its duration:
12. Period during which internship required: (with date and month)
13. Name of the Head of Department of the present
Institute with telephone number and fax/email:

14. Indicate the proposed topic of research during internship with a brief note on specific aspects relating thereto: (minimum 500 words).
15. Enclosure: Mark Sheets of 1st/2nd year/ 4th or 5th year/ PG 1st year/ M. Phil/ Ph.D Mark sheet (1st and 2nd year)

(Signature of the Intern)

Recommendation of the Head of the Department of the Institution

(Name of the student)_____is a student of _____
(semester/year) of this institute. We intend to place him/her with your
organization for internship of during the period from



Signature with stamped seal
Name
Designation



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INTERNSHIP PROGRAMMES

Punjab State Commission for Women has introduced Internship programme to give law students an insight into the legal aid and services mechanism besides various legal literacy programme and schemes. It is one of its kind initiative to build the capacity of not only Intern/Students by providing them an opportunity to gain practical experience in the legal services field but also of this Authority through feedback received from law interns. Internship programme is a unique platform for law students to put their knowledge, skills and experience into practices and take initiatives to reach out to the weaker sections of the society and see that they are benefited by the legal Services Programme. Internship programme will be instrumental in bringing about directional changes in the implementation of various schemes and Legal Services Programme. The knowledge and experience of grass root realities gained at the initial stage of academic pursuit would be immensely valuable in their professional career.