



Faculty of Computing Department of Computer Science

CS4100: Internship Internship Coordination Activities Calendar Summer 2025

Date	Activities
16 th to 18 th July, 2025	Online Internship Registration on University Portal
21 st to 22 nd July 2025	Manual Registration of Internship through Academic Office of Head of Department (In case if student was unable to register for Internship through University Portal)
23 rd July 2025 [Wednesday]	Orientation Session on MS Teams
31 st July, 2025	Submission of Internship Offer Letter to Coordinator's office. The letter should contain the SECP Registration Number and FBR National Tax Number (NTN).
22 nd September to 25 th September, 2025	Evaluations of Interns. Students should appear for evaluations along with following documents. <ol style="list-style-type: none">1. Internship Evaluation Form filled downloaded from university web site and filled by supervisor or team lead of organization at which student does the Internship.2. Internship Completion Certificate from Organization containing starting and ending dates of Internship and Internship Task.3. Internship Progress Report in soft form, containing day wise activities accomplished during Internship.4. Developed Software/System for demo.
26 th September, 2025	Final Grades of Internships will be submitted to Controller of Examination's office.


Mr. Fahim Shahzad
Internship Coordinator
Department of Computer Science