

Summer Internship Scheme of DGFT 2023-2024

I. About the Internship:

Directorate General of Foreign Trade has internship programme which is continuing since long. The internship programme in this directorate is for interaction of the officers of the Directorate with the young scholars and researchers with brilliant academic background from reputed academic institutions pursuing Studies/Research in Public Policy/Economics/Law/Finance/Management. While refreshing ideas from the field of academics will enable the Directorate to critically analyze its activity and take corrective steps in an objective and impartial manner. The internship will provide an excellent opportunity to the interns in their carrier advancement and professional expertise.

II. Aim/Objective of the Scheme:

The aim of internship is to familiarize interns with the overall process of formulation of foreign trade policy of the Government at the macro level and its implementation by DGFT at the micro level.

III. Eligibility

Students with excellent academic records and possessing graduation degree in Public Policy/Economics/Finance/Management/Law (with at least 60% marks) from National Schools of Law/Central Universities/AICTE recognized Financial/Economics Institutions/Recognized National Management Institutes/Foreign Universities or other Institutions of excellence can apply for internship. Candidates either pursuing or having Post Graduation in Economics/Finance/Management/Law will be preferred. The scheme is open to only Indian nationals residing in India or pursuing their studies abroad.

IV. Duration:

The duration of the internship will be for maximum period of **2 months** for Summer Internship Programme (**1st June- 31st July**) during the year 2023-24.

V. Declaration of secrecy:

Interns are required to furnish to this Directorate a declaration of Secrecy before the commencement of the internship.

VI. Logistics support:

Necessary logistics support will be provided to the intern taking into account the functional requirements.

VII. Submission of report:

The interns will be required to present a report / paper at the end of their internship to the Head of Division.

VIII. Certificate of Internship:

Certificates will be issued to the interns on satisfactory completion of their internships and on submission of their Report / Paper and its evaluation by the Head of the concerned Division.

IX. Mode of Application:

Interested students can email their scanned application along with their CV to internship-dgft@gov.in. The candidate will be required to produce a permission letter from their Supervisor / Head of Department, in case he/she is interested to join internship during his/her course-work. Interested students can send their application from **10th April, 2023 to 25th April, 2023. Applications received before & after the specified timeline will not be entertained.**

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| i. | Last Date of Application: | 25th April, 2023 |
| ii. | Date of short listing of Candidates: | 4th May, 2023 |
| iii. | Date of Interview: | 10th May, 2023 to 16th May, 2023 |
| iv. | Final List of Selected Candidates: | 22nd May, 2023 |
| v. | Period of Internship: | 1st June to 31st July, 2023 |

X. Selection Procedure:

All the applications will be scrutinized by a Selection Committee and the **actual offer will be sent to the selected candidates on email only**, subject to the availability of slot, consent of the concerned Division and approval of the competent Authority. The decision of the Selection Committee shall be final and binding and no queries shall be entertained after the completion of the selection process.

XI. Termination:

DGFT can instruct the intern to terminate the programme at any time, as DGFT deems fit, and without showing any reason. DGFT's decision shall be final in this regard. Intern can choose to leave the programme, if she / he so desires, giving prior notice of 15 Days to DGFT.

XII. Location:

DGFT headquarters at New Delhi. The interns will be attached to the heads of each Division and will be reporting to them directly.

XIII. Remuneration:

Interns will be paid a consolidated token remuneration of Rs.10,000 per month. Apart from this, there will be no other remuneration or payment. It is clarified that this is not salary. The interns are not employees of DGFT and there will be no assurance of any future employment with DGFT.

Note: The application will not be considered without duly filled and scanned application form along with CV.

Annexure 1

- Passport size
photograph with
full signature of
the candidate

[illegible]

- [illegible]

- [illegible]

4. Date of Birth (day/month/year)

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- ## 6. Education Qualification

Sr. No	Degree/Qualification acquired	Name of College/School/Institution	University/ Board	Marks Obtained (%)	Year
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7. (a) Details of Project Undertaking, if any
(b) Present Status
8. Discipline(s) in which the internship is sought:
9. Specific area(s) of work (In block letters) for the internship, in order of priority:
 - (i)
 - (ii)
 - (iii)
10. Brief description of the subject/propose of the current research (for researchers only)
11. Duration (months):
12. Any other relevant information
13. I certify that the information furnished above is true the best to my knowledge and belief.

Signature

Date:

Place:

Authentication of the particulars furnished above by the Institute/University
(Applicable for those who are pursuing studies)

This is to certify that the information furnished by Mrs/Ms/Mr.....

In the form of Application above is correct to the best of our knowledge.

Recommendation from HOD/Faculty:

1.

2.

(Signature and Seal of Authorised Official)