SANT BABA BHAG SINGH UNIVERSITY

Office of the Deputy Director, Student Welfare (Girls)

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Ref. No. SBBSU/SW(G)/2026/30 **Dated: 16/11/2026**

CIRCULAR

To: All Deans of Institutes and Heads of Departments

Subject: Internship opportunities at the National Commission for Women (NCW) for students

Respected Sir/Madam,

The National Commission for Women (NCW), New Delhi, has issued revised guidelines dated 04 August 2026 for its internship programmes. The details are as follows:

1. Internship Schemes

Scheme	Duration & Stipend	Eligibility
A	30 days; ₹5,000	First-year 3-year LL.B.; third-year 5-year LL.B.; first-year PG students of Sociology, Social Work, Women's Studies or Gender Studies.
B	2 months; ₹10,000/month	Second-year 3-year LL.B.; fourth/fifth-year integrated LL.B.; second-year PG students of relevant Social Sciences, Social Work, Women's Studies, Gender Studies or Psychology disciplines; LL.M., M.Phil. and Ph.D. students.
C (Virtual)	30 days; ₹2,000	Students eligible under Scheme A or B.

Eligibility requirement: Minimum 60% marks from Class XII onwards in each semester.

2. Key Information

- Applications are to be submitted online through the NCW portal along with a Statement of Purpose (SOP).
- Applications are considered quarterly.
- Selection weightage: Academic marks (50%) and SOP (50%).
- A recommendation letter from the Head of Institution/Authorised Signatory may also be uploaded.

3. Action Requested

All Deans/Heads are requested to:

1. Circulate the information among eligible students through departmental notice boards and class groups.
2. **encourage interested** students to apply and facilitate guidance and recommendations, wherever appropriate.

For detailed guidelines and applications, visit **https://ncw.gov.in**.

Regards

16/11/2026

Deputy Director
Student Welfare (Girls)
Sant Baba Bhag Singh University

Encl.: Copy of the revised NCW guidelines dated 04.08.2026.

Copy to (for information, please):

1. Hon'ble Vice-Chancellor, SBBSU
2. OSD to Hon'ble Chancellor, SBBSU
3. O/o Student Welfare (Boys + Girls)

File No. 01/05004/2/2021-NCW (A) [e 127208]
National Commission for Women
Plot No. 21, Jasola Institutional Area
New Delhi-110025

Dated the 4th August, 2026

Subject: Revised Guidelines for internship with the National Commission for Women.

The National Commission for Women has been set up in terms of the National Commission for Women Act, 1990 (Act No. 20 of 1990) 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/consultations, constitutes expert committees, undertakes studies/makes recommendations for economic empowerment of women, conducts workshops/seminars for gender awareness and takes up publicity campaign awareness in the society against such social evils.

With a view to effectively disseminating knowledge/information on women related issues and build a pool of trained manpower, the National Commission for Women has decided to engage interns with immediate effect. In supersession of earlier guidelines on the subject, the following guidelines are hereby decided to be implemented in the National Commission for Women with immediate effect to offer following categories of internship:

1. (i) **Scheme A**: Paid Internship of Rs. 5000/- for a period of 30 days. No TA/DA accommodation will be provided.

Eligibility: 1st year students of 3-year LLB Course **or** 3rd year students of 5-year LLB Course **OR** 1st year post graduate students of Sociology/Social Work/Women Studies/Gender Studies. Students must have secured a minimum 60% marks from Class XII onwards in each semester.

(ii) **Scheme B**: Paid Internship of Rs. 10000/-per month for a period of 02 months. No TA/DA accommodation will be provided.

Eligibility: Students of 2nd year of 3-year LLB Course **OR** 4th /5thyear BA-LLB/BBA LLB/B.Sc.-LLB Courses **OR** 2nd year postgraduate student in the Social Sciences/ Social Work/Women Studies/Gender Studies/Social Sciences/Students pursuing LLM/M. Phil/Ph.D **OR** 2nd year postgraduate students in Psychology/ Clinical Psychology/Counseling Psychology/Applied Psychology. Students must have secured a minimum 60% marks from Class XII onwards in each semester.

(iii) **Scheme C**: For Virtual Internship a stipend of Rs.2000/-for a period of 30 days.
Eligibility: Either of the aforementioned Schemes A or B.

2. With a view to enable students to apply for internship, an on-line application proforma has been made available on the portal of National Commission for Women, viz., https://ncw.gov.in

3. The Terms and conditions of all the three Schemes shall be as under:

i. **Internship** Students desirous of interning with the NCW may submit their applications online on quarterly basis (January-March, April-June, July-September and October-December) in the prescribed proforma when they would like to intern with the Commission.

ii. A letter of recommendation from the Head of the Institution/Authorized Signatory may also be uploaded.

iii. Efforts will be made to accommodate students closer to the dates indicated by them and, in case, it is not possible to do so, alternate dates will be offered.

iv. Each intern will need have its own laptop and to maintain a diary of the work done by them on each day of internship in the Commission.

v. The Interns would be awarded a certificate on successful completion of the programme on terms such as mandatory submission/ presentation of papers/reports of the work done and its satisfactory evaluation etc.

vi. In case of non-compliance/ non-performance/ misconduct/ the NCW would have right to terminate the internship at any time as think fit.

vii. All interns will also be required to sign a declaration regarding the confidentiality of information/documents that will come to their knowledge.

viii. All interns shall adhere necessary code of conduct while doing internship with the Commission as far as the following:

a. Confidentiality of official information;
b. Professional and respectful behavior;
c. Compliance with PoSH policy/Act;
d. Minimum 90% attendance in case of physical internship;
e. Interns shall not be treated as employees of the Commission;
f. Research or any type of content work prepared during internship shall remain the intellectual property of the NCW.

4. The criteria for selection for all the three schemes shall be a weightage of 50% will be given to the percentage obtained and 50% weightage will be given to 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) of a calendar year.

However, cut-off date for receipt of applications for any quarter will be 10th of the preceding month of the quarter, such as, if any candidate has applied for the internship for the quarter April-June, the last date of receipt of application shall be 10th of March of that year.

Note: Online portal for applying for internship will be open throughout the year. Applicants will be required to indicate the desired duration specifying the block of 03 months. The candidate who is not selected in previous quarter will be required to apply again for next quarter.

5 . Hon'ble Chairperson is the competent authority for relaxation based on the merits of the case/application including deciding the maximum number of interns to be engaged under all the schemes at any time. **It is clarified that no stipend will be paid in cases where the interns work for less than the specified period of the Scheme or not satisfactory or breach of terms and conditions aforementioned.**

6 . This notification is effective from the date of its issue.

24/08/2026

(Sudhir Goel)
Under Secretary