



## Internship Completion Report

**Semester III | Batch: 2023–2025**

**Internship Duration: 11 Weeks**

**Total Working Days: 55**

**Total Number of Students: 45**

**Number of Partner Schools: 5**

### Objectives of the Internship

The Semester III internship was designed to bridge the gap between theory and practice by immersing student-teachers in actual classroom environments. The key objectives were:

- To provide meaningful, hands-on teaching experience in real-life school settings.
- To empower student-teachers to plan and implement both regular and theme-based lessons across diverse pedagogical subjects.
- To develop collaborative teaching skills through structured co-teaching opportunities with school mentors.
- To strengthen assessment literacy by engaging students in the preparation, administration, and analysis of unit tests.
- To cultivate reflective practice through the regular documentation of teaching experiences and personal insights.
- To enhance understanding of school functioning, classroom dynamics, and inclusive teaching strategies in alignment with NEP 2020.

### Structure of the Internship

Component	Description
<b>Regular Lessons</b>	10 structured lessons delivered individually
<b>Theme-Based Lessons</b>	2 lessons based on NEP-aligned or innovative themes
<b>Co-Teaching with School Teachers</b>	3 collaborative teaching sessions with school mentors
<b>Unit Test Administration &amp; Analysis</b>	Development, conduct, and reflection on student assessment
<b>Reflective Journal</b>	Daily entries capturing teaching experiences and learning

## **Internship Highlights**

### **• School Collaboration:**

The internship program was successfully implemented in collaboration with five reputed partner schools, each providing a conducive environment for learning and professional growth. Mentorship was extended by experienced school teachers and administrators who offered consistent academic and emotional support throughout the internship duration. Schools facilitated access to classrooms, subject-specific resources, technological tools, and also provided constructive inputs during lesson observations, thereby enriching the practical learning experience of the interns.

### **• Active Participation:**

All 45 student-teachers participated actively and wholeheartedly in the full range of internship activities. They took ownership of their responsibilities, beginning with the identification of learners' needs and curriculum goals, to the execution of innovative and inclusive teaching strategies. Interns prepared lesson plans across subjects and pedagogies, conducted regular and theme-based lessons, and participated in co-curricular and cultural events organized by schools. This active engagement fostered not only pedagogical proficiency but also confidence, classroom management skills, and professional conduct.

### **• Feedback and Mentoring:**

A multi-level feedback system was adopted to ensure holistic development. Students received regular and timely feedback from school mentors, which was formative and improvement-oriented. Peer observations and reflective dialogues enabled mutual learning among student-teachers. College supervisors conducted formal observations, followed by in-depth discussions to help interns identify their strengths and areas of improvement. This systematic mentoring process cultivated a growth mindset and encouraged student-teachers to refine their teaching practices continuously.

### **• Systematic Documentation:**

Each student-teacher maintained a portfolio comprising comprehensive records of their internship journey. These included:

- **Daily Reflective Journals:** Personal accounts of daily teaching experiences, classroom observations, emotional responses, and learnings.
- **Lesson Plans (Rough and Final):** Carefully structured plans adhering to pedagogical frameworks and Bloom's taxonomy.

- **Assessment Evidence:** Unit test question papers, answer scripts, scoring rubrics, and data-driven performance analysis of learners.
- **Teaching Aids:** Creative and tech-integrated materials such as charts, PowerPoint presentations, flashcards, models, and multimedia content tailored to student needs.
- **Photographic Evidence:** Visual documentation of teaching sessions, student engagement, innovative lessons, and participation in school activities, used for both reflection and reporting.

This structured documentation not only fulfilled academic requirements but also served as a reflective mirror for professional growth.

## Conclusion

The 11-week internship served as a capstone experience in the professional preparation of student-teachers. It provided them with a realistic and hands-on understanding of the dynamics of school education and the multifaceted role of a teacher in the 21st century. Through immersive classroom experiences, co-teaching opportunities, real-time problem solving, and continuous reflection, student-teachers were able to internalize theoretical principles and apply them effectively in practice.

Aligned with the progressive vision of the **National Education Policy (NEP) 2020**, the internship nurtured key competencies such as inclusivity, digital fluency, emotional intelligence, adaptability, and learner-centeredness. It empowered future educators to evolve as **empathetic facilitators, critical thinkers, and innovative practitioners**—well-prepared to contribute meaningfully to India's evolving educational landscape.

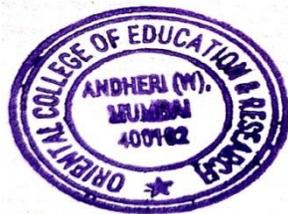


Prepared by: Dr. Vinayak Shinde  
Asst. Prof. OCER



Approved by: Dr. Priyanka Pandey  
I/C Principal OCER





# School Internship Permission Letters

N.C.T.E Code No.123018



**Oriental College of Education & Research**

Ref. No. OCER/ 2632/2024

Date: 20<sup>th</sup> Sept. 2024

To  
The Principal,  
National English High School,  
Malwani,  
Malad (W.)  
Mumbai: 400095

**Subject: -** Permission to conduct Internship Program for Semester III of B.Ed.  
Students Batch 2024-25.

Dear Sir/Madam,  
Greetings!!

Oriental College of Education & Research is affiliated with the University of Mumbai and is recognized by NCTE. As a part of the Practicum requirement of B.Ed. Course, students of semester III would be having an Internship Program for 5 weeks duration. Our students will be coming to your school/college for the weekdays from Monday to Friday. Students would be conducting the following activities during their internship:

1. Ten lessons in opted pedagogy of school subject.
2. Three Co-teaching lessons.
3. Two Theme based lessons

The students will not disturb your timetable and adhere to the school's discipline. You may assign any academic work to our students and their above-mentioned activities.

Kindly permit us to conduct an internship in your esteemed school/ college.

Thanking you,

Yours faithfully,

*[Signature]*  
for, I/C Principal  
PRINCIPAL  
ORIENTAL COLLEGE OF EDUCATION  
& RESEARCH  
Oriental Building, New Link Road,  
Adarsh Nagar, Andheri (W),  
Mumbai-400 102

*[Signature]*  
**PRINCIPAL**  
National English High School  
Gate No.6, Malwani,  
Malad (W), Mumbai - 400 095.

Oriental Bldg., New Link Road, Adarsh Nagar, Behind Lotus Petrol Pump, Andheri (W), Mumbai - 400 102.  
Tel.: 022-6691 4405 / 06 Fax: 022-6691 4407 E-mail: principal@ocer.edu.in Website: www.ocer.edu.in



## Oriental College of Education & Research

Oriental Bldg., New Link Road, Adarsh Nagar, Behind Lotus Petrol Pump, Andheri (W), Mumbai - 400 102.  
Tel.: 022-6691 4405 / 06 Fax : 022-6691 4407 E-mail : principal@ocer.edu.in Website : www.ocer.edu.in

Ref. No. OCER/ 2632/2024

Date:

To  
The Principal,

*Bangur Nagar Vidya Bhawan & Jr College  
Goregaon (W).*

**Subject: -** Permission to conduct Internship Program for Semester III of B.Ed.  
Students Batch 2024-25.

Dear Sir/Madam,  
Greetings!!

Oriental College of Education & Research is affiliated with the University of Mumbai and is recognized by NCTE. As a part of the Practicum requirement of B.Ed. Course, students of semester III would be having an Internship Program for 5 weeks duration. Our students will be coming to your school/college for the weekdays from Monday to Friday. Students would be conducting the following activities during their internship:

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The students will not disturb your timetable and adhere to the school's discipline. You may assign any academic work to our students and their above-mentioned activities.

Kindly permit us to conduct an internship in your esteemed school/ college.

Thanking you,

Yours faithfully,

*[Signature]*  
for, I/C Principal

PRINCIPAL  
ORIENTAL COLLEGE OF EDUCATION  
& RESEARCH  
Oriental Building, New Link Rd.,  
Adarsh Nagar, Andheri (W),  
Mumbai- 400 102

*Permission given*  
*[Signature]*  
Principal  
Bangur Nagar Vidya Bhawan  
& Junior College,  
Goregaon (W), Mumbai-104.

## Internship Completion Letter



ESTD.: 1991

# NATIONAL ENGLISH HIGH SCHOOL

(Govt. Recognised)

Permanently Unaided School • U-DISE NO.: 27230600179

Gate No. 6, Malwani, Malad (West), Mumbai - 400 095 • Tel.: 022-2889 9481

Ref. No.: NEHS/02-25/1690

Date : 02/02/25

### INTERNSHIP COMPLETION CERTIFICATE

This is to certify that Miss Sufiya Kader Basha Syed, student teacher from Oriental College of Education and Research has successfully completed Semester III Internship Program in our school / college.

During III Semester Internship from 28<sup>th</sup> Sept 24 to 6<sup>th</sup> Dec 24 she/he was actively participated in the following activities:

- Delivered 10 practice teaching lessons in Pedagogy Subject-1 \_\_\_\_\_
- Delivered 3 Co-teaching lessons with school teacher
- Delivered 2 Theme based lessons
- Participated and organized various Co-Curricular Activities
- Prepared and administered Unit Test in Pedagogy Subject-1 \_\_\_\_\_
- Maintained a Reflective Journal on internship activities conducted on a daily basis.

We appreciate her/his sincere efforts and professionalism during the Internship Program. She/He showed dedication, good teaching skills and a positive attitude throughout the Internship Program. Her/His association with us was very fruitful and we wish our all the best for future endeavors.

Yours Sincerely,

Rabresh R. Kamath

Name of the Principal  
(Designation)

**PRINCIPAL**  
National English High School  
Gate No.6, Malwani,  
Malad (W), Mumbai - 400 095.

Phone : 2879 8108

## Bangur Vidya Bhawan & Junior College

(Conducted by Bangur Nagar Charitable Society)



Plot No. 9, Bangur Nagar,  
Goregaon (West),  
Mumbai - 400 104.

Ref. No. BVBJC | 2023 | 25

Date: 1/2/2025

### INTERNSHIP COMPLETION CERTIFICATE

This is to certify that **Mrs. Amala Anthonyraju Nadar**, student teacher from Oriental College of Education and Research has successfully completed Semester III Internship Program in our school / college.

During III Semester Internship from 23<sup>rd</sup> September 2024 to 6<sup>th</sup> December 2024 she was actively participated in the following activities:

- Delivered 10 practice teaching lessons in Pedagogy Subject-1. **Science**
- Delivered 3 Co-teaching lessons with school teacher
- Delivered 2 Theme based lessons
- Participated and organized various Co-Curricular Activities
- Prepared and administered Unit Test in Pedagogy Subject-1. **Science**
- Maintained a Reflective Journal on internship activities conducted on a daily basis.

We appreciate her/his sincere efforts and professionalism during the Internship Program. She/~~He~~ showed dedication, good teaching skills and a positive attitude throughout the Internship Program. Her/His association with us was very fruitful and we wish our all the best for future endeavors.

Yours Sincerely,

Name of the Principal R. KALAISELVAN  
(Designation)

Principal  
Bangur Nagar Vidya Bhawan  
& Junior College,  
Goregaon (W), Mumbai-104.

