SCHOOL OF LAW
UNIVERSITY OF KASHMIR (NAAC ACCREDITED GRADE "A+")

Dated: 3/4/2024

NOTICE

This is to inform the students of LLB 6th semester of School of Law, University of Kashmir that the internship component of their respective semesters shall be deemed to have commenced with effect from 4th April, 2024 in accordance with the following guidelines:

1. The Internship shall be of 3 months duration.
2. The students can collect authority letter from the office of the undersigned.
3. The internees shall be required to visit courts of different jurisdictions, revenue courts, police stations and will be placed with lawyers and law firms, legal cells of the state departments, commissions, prosecution and vigilance directorates etc.
4. The candidate shall be required to maintain a prescribed court dairy **(as provided in Annexure 1)** and record all the proceedings in which he/she participated to be verified by the concerned official under whose guidance the court/office proceedings are observed.
5. The candidate shall be required to be well versed with pre-trial proceedings, like counselling techniques, interviewing and lawyering methods, preparation of suits, notices, writs, memorandum of appeals, affidavits, undertakings, applications execution proceedings, FIRs, remands, challans, police dairy, techniques of client-lawyer interactions, plaints, written statements, objections, examination of witnesses including cross-examination, re- examination, writs, injunctions, judgments etc.
6. The candidate shall obtain a certificate (as provided in **Annexure 2** below) duly signed by the court/advocate of having completed the internship programme both for pre-trial and post trial proceedings.
7. The court diary, along with the duly signed certificate, shall be submitted with the office of the Head and Dean, School of Law, University of Kashmir at the end of the internship.

3/4/2024

Prof. Mohammad Hussain
Head and Dean

Copy to:
All Private Colleges

SCHOOL OF LAW
UNIVERSITY OF KASHMIR (NAAC ACCREDITED GRADE "A+")

Dated: 27/3/2024

NOTICE

This is to inform the students of BALLB 10th semester of School of Law, University of Kashmir that the internship component of their respective semesters shall be deemed to have commenced with effect from 28th March, 2024 in accordance with the following guidelines:

1. The Internship shall be of 3 months duration.
2. The students can collect authority letter from the office of the undersigned.
3. The internees shall be required to visit courts of different jurisdictions, revenue courts, police stations and will be placed with lawyers and law firms, legal cells of the state departments, commissions, prosecution and vigilance directorates etc.
4. The candidate shall be required to maintain a prescribed court dairy **(as provided in Annexure 1)** and record all the proceedings in which he/she participated to be verified by the concerned official under whose guidance the court/office proceedings are observed.
5. The candidate shall be required to be well versed with pre-trial proceedings, like counselling techniques, interviewing and lawyering methods, preparation of suits, notices, writs, memorandum of appeals, affidavits, undertakings, applications execution proceedings, FIRs, remands, challans, police dairy, techniques of client-lawyer interactions, plaints, written statements, objections, examination of witnesses including cross-examination, re- examination, writs, injunctions, judgments etc.
6. The candidate shall obtain a certificate (as provided in **Annexure 2** below) duly signed by the court/advocate of having completed the internship programme both for pre-trial and post trial proceedings.
7. The court diary, along with the duly signed certificate, shall be submitted with the office of the Head and Dean, School of Law, University of Kashmir at the end of the internship.

27/3/24

Prof. Mohammad Hussain
Head and Dean

Annexure 1
Court Diary Format

Name of the Internee: _____

Course: _____ Semester: _____

Name of the Court: _____

District: _____

Date: From: _____ To: _____

No. Of Criminal Cases Attended	No. Of Civil Cases Attended	No. of Legal Instruments Framed/Drafted. (At least 05 in number)	Specify additional lawyering skills learnt, if any.

Signature of the Student Signature of the Advocate Signature of the Judge

Give detailed report/finding of criminal cases below:

Signature of the Student

Signature of the Advocate

Give detailed report/finding of criminal cases below:

Signature of the Student

Signature of the Advocate

Give detailed report/finding of criminal cases below:

Signature of the Student

Signature of the Advocate

Give detailed report/finding of criminal cases below:

Signature of the Student

Signature of the Advocate

Give detailed report/finding of civil cases below:

Signature of the Student

Signature of the Advocate

Give detailed report/finding of civil cases below:

Signature of the Student

Signature of the Advocate

Give detailed report/finding of civil cases below:

Signature of the Student

Signature of the Advocate

Give detailed report/finding of civil cases below:

Signature of the Student

Signature of the Advocate

Give detailed report/finding of civil cases below:

Signature of the Student

Signature of the Advocate

Enlist the Legal Drafts/Formats below:

Signature of the Student

Signature of the Advocate

Annexure - 2

Certificate

This is to certify that Mr./Ms. _____, a student of _____ semester of BALLB/LLB program at School of Law, University of Kashmir has successfully completed his/her internship with the office of the undersigned. The concerned student worked as an intern for a period of _____ months from _____ to _____.

Signature of the Advocate