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**Application for University Internship Completion Certificate (version 2018/10)**

To:

**Registrar**

MGM Institute of Health Sciences, Navi Mumbai

Respected Sir,

I hereby request you to issue me a “**University Internship Completion Certificate**”.

My personal details are given below:

1) **Name of Candidate** : \_\_\_\_\_  
(As mentioned in the final year/Last semester examination Mark Sheet)

2) **Mobile No:** \_\_\_\_\_ **Email ID:** \_\_\_\_\_

3) **Degree Title** : \_\_\_\_\_

4) **Month & Year of admission** : 

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5) **P.R. No.** : 

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6) **Name of College / School** : \_\_\_\_\_

7) **Month & Year of Passing** : 

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8) **Internship Details**  
**Date of Starting Internship** : 

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**Date of Internship Completion** : 

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**Each of the following documents is mandatory and must be attached along with this application form otherwise application form will be rejected without any intimation.**

- (i) College Internship Completion Certificate. (Original)
- (ii) Certificate showing details of Internship posting in various departments. (Original)
- (iii) Internship Performance Data Book (Original)
- (iv) HSC/12<sup>th</sup> Statement of Marks (Attested Photocopy)
- (v) Final year / Semester Statement of marks (Attested Photocopy).
- (vi) Pay Rs. 1500/- through ‘SBI Collect online payment portal link’ available on [www.mgmuhs.com](http://www.mgmuhs.com) and attached e-receipt of SBI collect payment. **Please note that other mode of payment will not be accepted.**
- (vii) “Alumni Association Registration” fee receipt (Photocopy)

Yours’ faithfully,

Date: ..... / ..... /20

Signature of Candidate

Checked By:.....

Forwarded By .....  
(Dean/Director/Principal)

Date: ..... / ..... /20