

**Department of Civil Engineering**

**Faculty of Engineering**

Daffodil Smart City, Ashulia, Dhaka-1341.

November 27, 2022

**Regarding Internship**

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| **Step No** | **Need to do** |
| **01** | Students will collect the soft copy from supervisor and send it back to Supervisor after editing  as per their requirements |
| **02** | Supervisor will send the office after editing and his kind consent then it will be signed by the Department Head sir. |
| **03** | Beside this process students will apply through student portal and after completing all processes of student portal students will collect (Hard Copy) from the Department Office. |
| **04** | Students will submit a copy (received document by the concerned office) to the Department office. |

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