



JNAN VIKAS MANDAL'S

Mohanlal Raichand Mehta College of Commerce

Diwali Maa College of Science

Amritlal Raichand Mehta College of Arts

Dr. R.T. Doshi College of Computer Science

NAAC Re-Accredited Grade 'A+' (CGPA : 3.31) (3rd Cycle)

Internship Report

Name of Student : SANDHYA SHANTARAM ANVEKAR

Class : M.COM PART 1

Roll No : 301

Residential Address : 314 BASANT SOCIETY KUMBHARALI KALWA (W) - 400605

Email ID : sandhyaanvekar123@gmail.com

Contact Number : 8104804701

Aadhaar Number : 561099891821

PAN Number : ETOPA7143D

Name of organization/ Institute : SHREE KSHETRA PARSHURAM SAHAKARI PATPEDI LIMITED

Address of Organization/ Institute : JAY VARSHA SOCIETY LIMITED, GROUND FLOOR,
SHASTRI NAGAR, GALA NO. 1, KALWA THANE - 400605



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**Mohanlal Raichand Mehta College of Commerce
Diwali Maa College of Science
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Dr. R. T. Doshi College of Computer Science**

(Kannada Linguistic Minority)
Plot No.9, Sector 19, Airoli, Navi Mumbai - 400 708.
Affiliated to University of Mumbai
NAAC Reaccredited Grade A+ (CGPA:3.31) (3rd Cycle)

8591431228

Email: jvm_collegeairoli@yahoo.co.in

Website: www.jnanvikasmandal.com

Ref. No.: JVM/ College/ 24-25/ 5th U. Intern. / 47

Date: 4/6/2024

To,
The Manager (HR)
Credit Coop. Society
Kalwa

Subject: Relieving letter of student

Dear Sir/Madam,

We would like to inform you that Ms. Sandhya S. Anvekar is applying for internship in your esteemed organisation as part of curriculum training for completing is his/her Masters as per the guidelines of University of Mumbai.

This training being an essential part of the curriculum, the following guidelines have been prescribed in the curriculum for the training. You are therefore, requested to please issue following guidelines to the concerned student mentor.

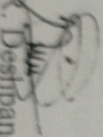
- Internship schedule may be prepared and a copy of the same may be sent to us.
- Each student is required to prepare Internship diary and report.
- Kindly check the Internship diary of the student daily.
- Issue instruction regarding working hours during training and maintenance of the attendance record.

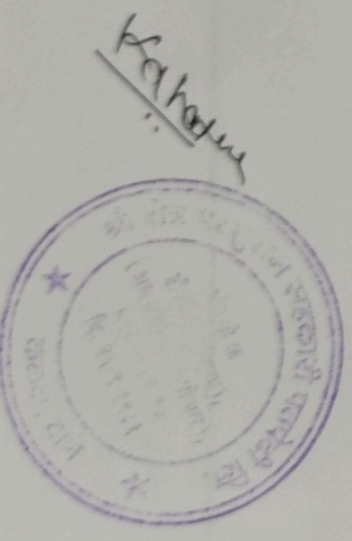
You are requested to evaluate the student's performance in our format. We are providing attendance sheet & Supervisor Evaluation of Intern.

The performance report may please be forwarded to the undersigned on completion of training in sealed envelope.

Your efforts in this regard will positively enhance knowledge and practical skills of the students, your cooperation will be highly appreciated, and we shall feel obliged.

Thanking you,


Dr. B. K. Deshpande
I/c Principal



Sandhya Shantaram Anvekar

314 Basant Society Kumbharali Kalwa Thane 400605

8104804701 • sandhyaanvekar123@gmail.com

Objectives

To secure a challenging position in a growth oriented and reputed organization which provides me the learning opportunities for making a positive contribution in management of business activities and personal growth through sustained team efforts

Experience

Internships

1 month Internship

Company – Shree Kshetra Parshuram Sahakari Patpedi Limited

Skills

- Superior Attention to Details
- Strong Communication Skills
- Self- Motivated Professional
- Time Management
- A Good Team Player
- Service Oriented

Education

Education	School/University	Passing Year	Percentage
MCOM	Jvm Mehta College ,Airoli	Pursuing	
Bachelor of Commerce	Mumbai University	2023	81%
HSC	N.K.T. College,Thane	2020	81.85%
SSC	New English School, Kalwa	2018	82.60%

Certificate

- Certified Course Of Mscit
- Certified course of MS Excel
- Well versed with Tally With

4.1. Appendix V: Student Diary (Log) Recording Format

Task Assigned	Activities performed	Key Learning	Assessment
<p>Personal information</p> <ul style="list-style-type: none"> • Sex – Female • Date of birth – 5th May 2002 • Nationality – Indian • Languages known – English, Hindi, Marathi, Kannada • Marital status – Single 			

I Sandhya Shantaram Anvekar the applicant hereby declare that what is stated above is true to the best of my information and belief.

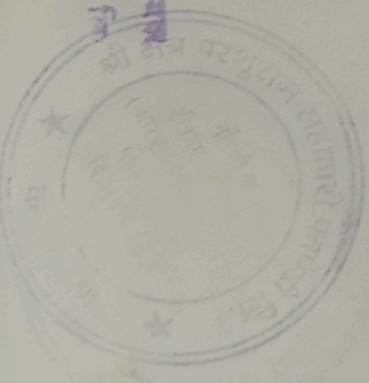
Sandhya Anvekar

1.1. Appendix V: Student Diary (Log) Recording Format

Week	Task Assigned	Activities Performed	Key Learning	Additional Remarks
First	Entries in Cash Book Receipts & Payment	Recorded Receipts Cash Book & Vouchers on Payment	Knowledge about Excel	Trying to get into Nature of work
Second	Verification of Receipts & Voucher Entry	Reverification of Receipts & Payments	Finding Errors & making correct entries learn to write missing vouchers	Trying to get into Nature of work
Third	Verification of Cash Book & Pass Book Entries	Verified Receipts & Payment as per Pass Book	Finding Errors making correcting	Knowing about work load & b Company
Fourth	Checking of Members Forms	Verification & Checking of New Members Forms & Supporting Documents	Learn to verify to recheck name of form with 'I' register	Online work pressure
Fourth	Checking of Loan Form	Verification & Checking of Loan application Forms & Supporting Documents	Types of Loans Supporting Documents Number of Guarantors	Application of accounts knowledge
Fourth	Reading & Understanding of Annual Reports	Reading of Annual Reports	Understood about Cash Book, Balance sheet, P&L Accounts & Provisions Etc....	Application of accounts knowledge
Fourth	Reading & Understanding of minutes books of monthly meeting & AGM	Reading & Understanding of minutes book	Types of minutes book annual & monthly according to Agenda Meeting is conducted & all the matters head in meeting are written in correct format	Knowing about how to smart work

Signature

Signature of Industry Supervisor





श्री क्षेत्र परशुराम सहकारी पतयेढी लिमिटेड

नोंदणी क्र. : टी.एल.ओ./ (टी.एल.ओ.)/ (आर.एस.आर.)/ (सी.आर.)/ ५५४/१९८९-९० दि. २६-९-१९८९

जय बर्षा को-ऑप. हौसिंग सोसायटी लि., तळमजला, गाळा नं. १, शाळी नगर, कळवा, ठाणे-४०० ६०५.

दिनांक : _____

Name of the Student	SANDHYA SHANTARAM ANVEKAR
Roll Number	301
Name of Course	M.com.
Date of Commencement of Training	25 th April 2024
Date of Completion of Training	25 th May 2024

Month and Year: _____

Date	Day	Signature	Date	Day	Signature
25/4/2024	Thursday	PRESENT	10/5/2024	Friday	PRESENT
26/4/2024	Friday	PRESENT	11/5/2024	Saturday	PRESENT
27/4/2024	Saturday	PRESENT	12/5/2024	Sunday	HOLIDAY
28/4/2024	Sunday	HOLIDAY	13/5/2024	Monday	PRESENT
29/4/2024	Monday	PRESENT	14/5/2024	Tuesday	PRESENT
30/4/2024	Tuesday	PRESENT	15/5/2024	Wednesday	PRESENT
1/5/2024	Wednesday	HOLIDAY	16/5/2024	Thursday	PRESENT
2/5/2024	Thursday	PRESENT	17/5/2024	Friday	PRESENT
3/5/2024	Friday	PRESENT	18/5/2024	Saturday	PRESENT
4/5/2024	Saturday	PRESENT	19/5/2024	Sunday	HOLIDAY
5/5/2024	Sunday	HOLIDAY	20/5/2024	Monday	PRESENT
6/5/2024	Monday	PRESENT	21/5/2024	Tuesday	PRESENT
7/5/2024	Tuesday	PRESENT	22/5/2024	Wednesday	PRESENT
8/5/2024	Wednesday	PRESENT	23/5/2024	Thursday	PRESENT
9/5/2024	Thursday	PRESENT	24/5/2024	Friday	PRESENT
			25/5/2024	Saturday	PRESENT

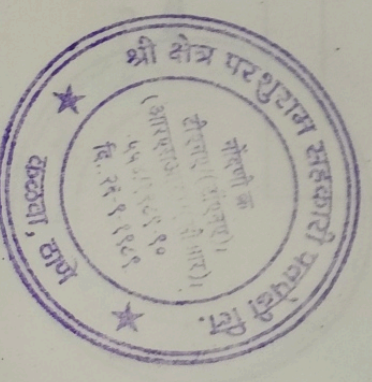
Name and Signature with date of Internship Supervisor KUNDAN MHATRE

Kundhan Mhatre

Sandhya Anvekar

पतयेढी

श्री क्षेत्र परशुराम सहकारी पतयेढी लि.



दूरधनी : २५४५२९७५

श्री क्षेत्र परशुराम सहकारी पतयेदी लिमिटेड



नोंदी क्र. : टी.एन.ओ./ (टी.एन.ओ.) / (आर.एस.आर.) / (सी.आर.) / ५५४/१९८९-९० दि. २६-९-१९८९

अर ररर को-ऑर. हौरिन सोसायटी लि., तळमजला, गाळा नं. १, शास्त्री नगर, ककवा, ठाणे-४०० ६०५.

दिनांक : _____

ना. क्र. _____

Date: 25/5/2024

Title: CHAIRPERSON

Student Name: SANDHYA SHANTARAM ANVEKAR

Work Supervisor: MR ANANT SHANKAR SALVI

Organization: SHREE KSHETRA PARSHURAM SAHAKARI PATPEDI LTD.

Organization Address: JAY VARSHA SOC. SHASTRI NAGAR KALWA THANE 400605.

Internship Address: From 25TH APRIL 2024 TO 25TH MAY 2024

To

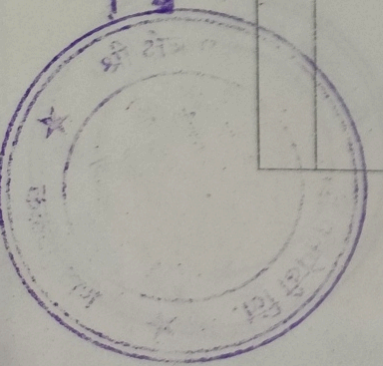
please evaluate intern by indicating the frequency with which you observed the following behaviors:

Parameters	Needs Improvement	Satisfactory	Good	Excellent
Behaviors				
Performs in a dependable manner			Good	Excellent
Cooperates with co-workers and supervisors			Good	
Shows interest in work				Excellent
Learns quickly				Excellent
Shows initiative			Good	
Produces high quality work			Good	
Accepts responsibility			Good	
Accepts criticism			Good	
Demonstrates organizational skills				Excellent
Uses technical knowledge and expertise			Good	
Shows good judgment			Good	

Signature

सहकार

श्री क्षेत्र परशुराम सहकारी पतयेदी लि.





श्री क्षेत्र परशुराम सहकारी पतपेढी लिमिटेड

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जा. क्र. _____

दिनांक : _____

Is self-reliant			Good	
Communicates well				Excellent
Writes effectively			Good	
Has a professional attitude			Good	
Gives a professional appearance			Good	
Is punctual				Excellent
Uses time effectively				Excellent
Demonstrates creativity/originality			Good	
Analyzes problems effectively			Good	

Overall performance of student intern (circle one): **GOOD**

(Needs improvement / Satisfactory / Good / Excellent)

Additional comments, if any:

NO

Kundan Mhatre

Signature of Industry supervisor Mr. KUNDAN MHATRE

Kundan Mhatre

बध्दज

श्री क्षेत्र परशुराम सहकारी पतपेढी लि.



4.8 Appendix VIII: Student Feedback of Internship

(To be filled by Students after Internship completion)

Student Name: Sandhya Shantaram Anvekar Date: 25/04/2024 to 25/5/2024

Industrial Supervisor: Kundan H. Mhatre

Title: Accounting Entry & Audit

Supervisor Email: kundanmhatreims@gmail.com

Internship : Unpaid

Organization: Shree Kshetra Parshuram Sahakari Patpedi Ltd

Internship Address: Jay Varsha Soc. Shastri Nagar Kalwa Thane -400605

Faculty Coordinator: Abhay Ghadge

Department: Accounting

Dates of Internship: From 25th April 2024 To 25th May 2024

Give a brief description of your internship work (title and tasks for which you were responsible):

Was your internship experience related to your major area of study?

Yes, to a large degree

Yes, to a slight degree ✓

No, not related at all

Indicate the degree to which you agree or disagree with the following statements.

This experience has:	Strongly Agree	Agree	No Opinion	Disagree	Strongly Disagree
Given me the opportunity to explore a career field		✓			
Allowed me to apply classroom theory to practice				✓	
Helped me develop my decision-making and problem-solving skills		✓			
Expanded my knowledge about the work world prior to permanent employment		✓			
Helped me develop my written and oral communication skills				✓	
Provided a chance to use leadership skills (influence others, develop ideas with others, stimulate decision-making and action)				✓	

Expanded my sensitivity to the ethical implications of the work involved		✓			
Made it possible for me to be more confident in new situations				✓	
Given me a chance to improve my interpersonal skills					✓
Helped me learn to handle responsibility and use my time wisely			✓		
Helped me discover new aspects of myself that I didn't know existed before			✓		
Helped me develop new interests and abilities			✓		
Helped me clarify my career goals				✓	
Provided me with contacts which may lead to future employment					✓
Allowed me to acquire information and/ or use equipment not available at my Institute			✓		

- In the Institute internship program, faculty members are expected to be mentors for students. Do you feel that your faculty coordinator served such a function? Why or why not?
 - ❖ Yes because I learn how to work effectively.
- How well were you able to accomplish the initial goals, tasks and new skills that were set down in your learning contract? In what ways were you able to take a new direction or Expand beyond your contract? Why were some goals not accomplished adequately?
 - ❖ Yes hesitation due to new work experience.
- In what areas did you most develop and improve?
 - ❖ Accounting/ transaction recording/ posting/ GST.
- What has been the most significant accomplishment or satisfying moment of your internship?
 - ❖ Auditing.
- What did you dislike about the internship?
 - ❖ No.
- Considering your overall experience, how would you rate this internship? (Circle one).
-Satisfactory/ Good/ Excellent
✓
- Give suggestions as to how your internship experience could have been improved. (Could you have handled added responsibility? Would you have liked more discussions with your professor concerning your internship? Was closer supervision needed? Was more of an orientation required?)
 - ❖ Yes overall is very much satisfactory but the time allocation is not much to learn things properly.