

# Digital India Internship Portal for Students

## Ministry of Electronics & Information Technology

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### User Manual for Applicant (Version 1.0)

**April 2025**

Electronics Niketan, 6 CGO Complex, Lodhi Road, New Delhi – 110003

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#### **Intended Audience:**

This document is designed to guide students through the application process for the Digital India Internship Scheme.

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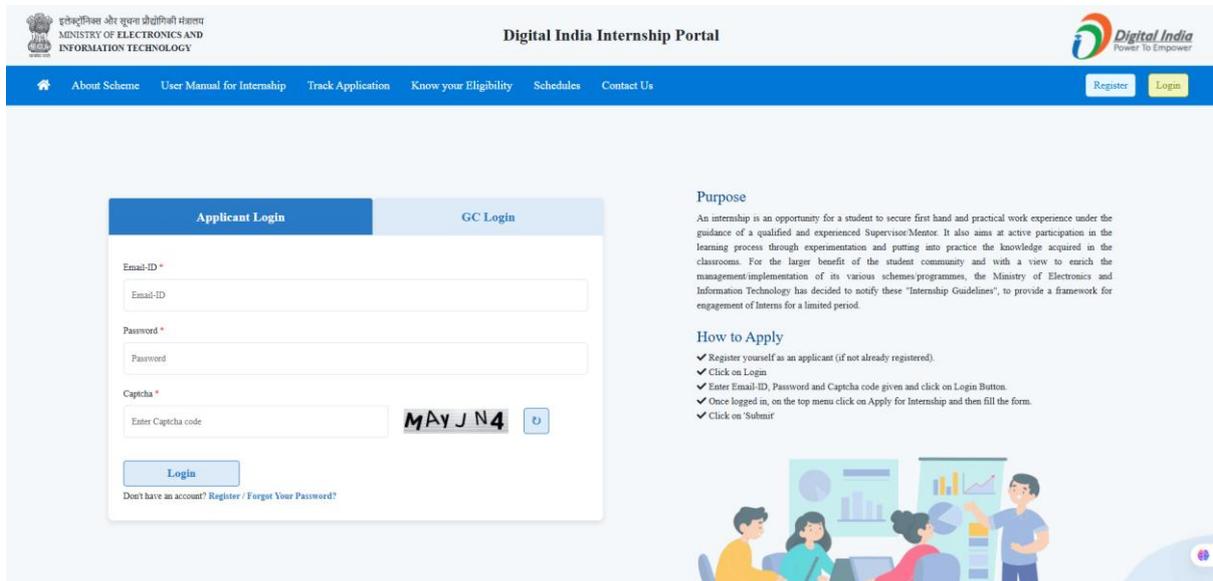
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## 1. Home Page

Visit the following URL to access the portal:

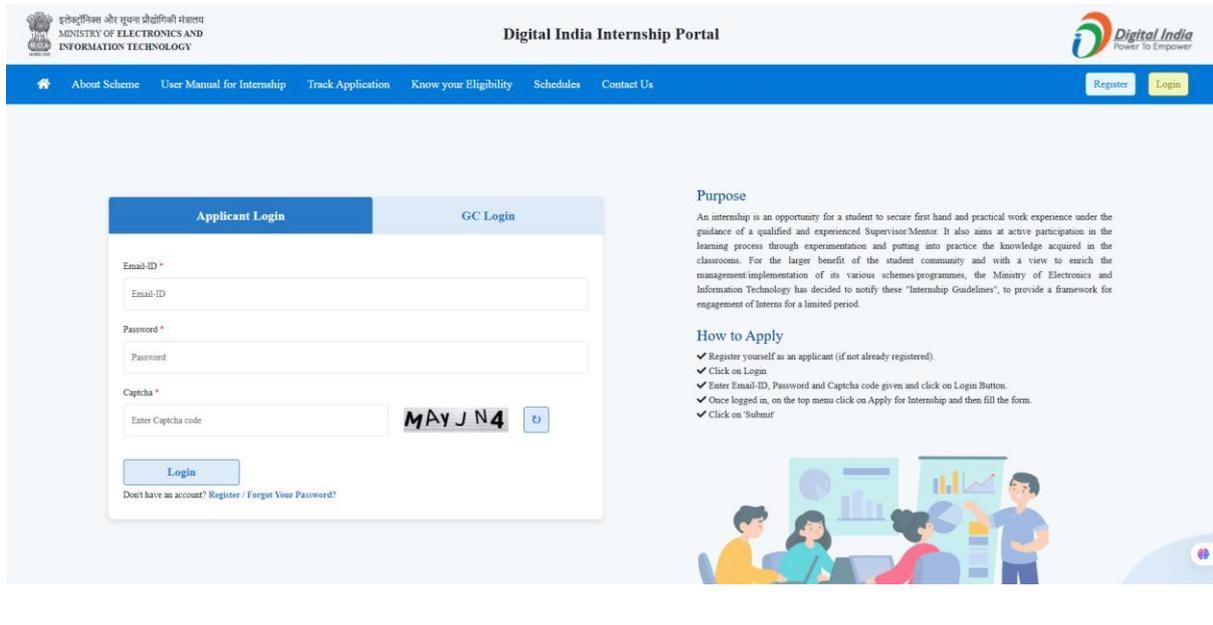
<https://intern.meity.gov.in>



The screenshot shows the home page of the Digital India Internship Portal. At the top, there is a header with the Ministry of Electronics and Information Technology logo on the left, the text "Digital India Internship Portal" in the center, and the "Digital India Power To Empower" logo on the right. Below the header is a navigation menu with links: "About Scheme", "User Manual for Internship", "Track Application", "Know your Eligibility", "Schedules", and "Contact Us". On the right side of the menu, there are "Register" and "Login" buttons. The main content area features a login form on the left and informational text on the right. The login form has two tabs: "Applicant Login" (selected) and "GC Login". It includes fields for "Email-ID", "Password", and "Captcha" (with a refresh button). A "Login" button is at the bottom of the form, with a link "Don't have an account? Register / Forget Your Password?". The informational text on the right is titled "Purpose" and "How to Apply". The "Purpose" section explains that an internship is an opportunity for students to gain practical work experience under a qualified supervisor. The "How to Apply" section lists four steps: 1. Register yourself as an applicant (if not already registered). 2. Click on Login. 3. Enter Email-ID, Password and Captcha code given and click on Login Button. 4. Once logged in, on the top menu click on Apply for Internship and then fill the form. Below the text is an illustration of four people in a meeting, looking at a laptop and charts.

## 2. Student Guidelines

Before beginning your application, please carefully read the Guidelines for Internship by clicking the **Menu** link on the Home Page.



This screenshot is identical to the one above, showing the home page of the Digital India Internship Portal. It displays the header, navigation menu, login form, and informational text regarding the purpose and application process. The layout and content are consistent with the previous image.

### 3. Create New User Account: Intern Registration

All interns must first register by completing the Registration Form. You will be required to enter:

- **Name**
- **Mobile Number**
- **Email Address**
- **Password**
- **Captcha**

The screenshot shows the registration form on the Digital India Internship Portal. The form is titled "Register" and contains the following fields:

- Full Name \***: A text input field with a placeholder "Name".
- Email-ID \***: A text input field with a placeholder "Email-ID".
- Mobile No \***: A text input field with a placeholder "--91 Mobile No.". There is a small icon of a mobile phone next to the field.
- Password \***: A text input field with a placeholder "Password".
- Confirm Password \***: A text input field with a placeholder "Confirm Password".
- Captcha \***: A text input field with a placeholder "Enter Captcha code" and a captcha image showing the code "gNe bE 2".

Below the form is a blue "Register" button and a link "Already registered? Sign In!".

To the right of the form, there is a "Purpose" section and a "How to Apply" section.

**Purpose**  
An internship is an opportunity for a student to secure first hand and practical work experience under the guidance of a qualified and experienced Supervisor/Mentor. It also aims at active participation in the learning process through experimentation and putting into practice the knowledge acquired in the classrooms. For the larger benefit of the student community and with a view to enrich the management/implementation of its various schemes/programmes, the Ministry of Electronics and Information Technology has decided to notify these "Internship Guidelines", to provide a framework for engagement of Interns for a limited period.

**How to Apply**

- ✓ Register yourself as an applicant (if not already registered).
- ✓ Click on Login
- ✓ Enter Email-ID, Password and Captcha code given and click on Login Button.
- ✓ Once logged in, on the top menu click on Apply for Internship and then fill the form.
- ✓ Click on 'Submit'

The page header includes the Ministry of Electronics and Information Technology logo and the Digital India logo. The page title is "Digital India Internship Portal". The page has a blue navigation bar with links: "About Scheme", "Track Application", "Know your Eligibility", "Guidelines for Internship", and "Contact Us". There are "Register" and "Login" buttons in the top right corner.

After submitting the details, an OTP will be sent to your registered email address for verification.

#### Login Details:

- **Login ID:** Your Email Address
- **Password:** As set by you during registration

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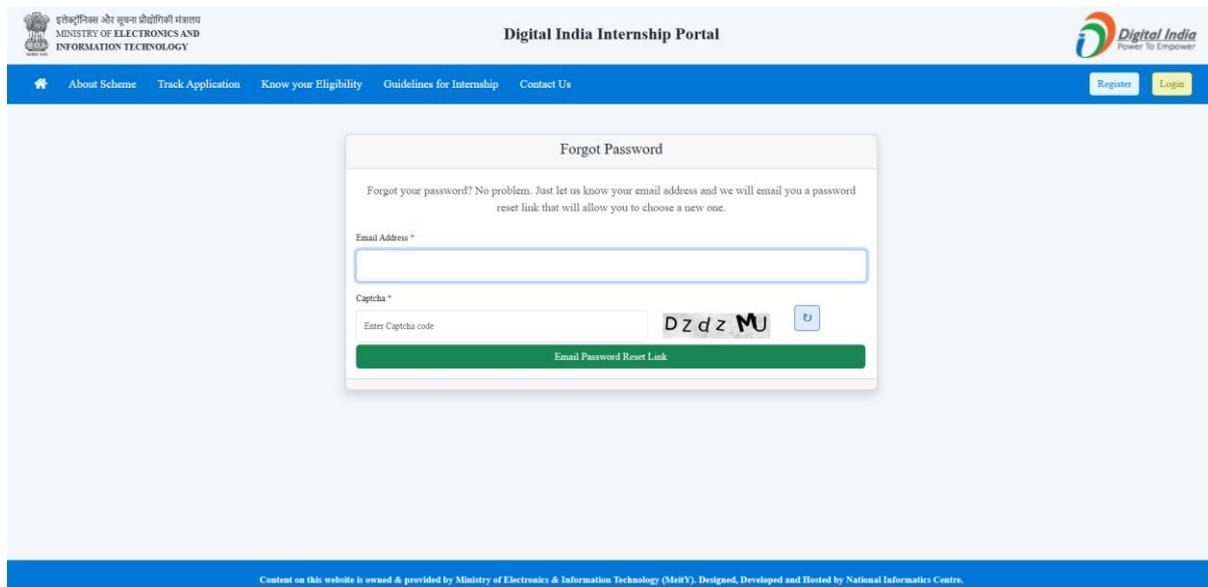
### 4. Intern Login (For Registered Users)

If you are already registered, click on the **Login ->Applicant Login** option on the Home Page. Enter your Email-ID, Password, and the Captcha code to access the Digital India Internship Portal.

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## 5. Forgot Password

If you have forgotten your password, click on the **Forgot Password** link on the Login page and follow the instructions provided.



The screenshot shows the 'Forgot Password' page on the Digital India Internship Portal. The page header includes the Ministry of Electronics and Information Technology logo, the portal name 'Digital India Internship Portal', and the 'Digital India Power To Empower' logo. The navigation menu contains links for 'About Scheme', 'Track Application', 'Know your Eligibility', 'Guidelines for Internship', and 'Contact Us', along with 'Register' and 'Login' buttons. The main content area features a 'Forgot Password' form with the following elements:

- Text: 'Forgot your password? No problem. Just let us know your email address and we will email you a password reset link that will allow you to choose a new one.'
- Input field: 'Email Address \*' with a text box.
- Input field: 'Capcha \*' with a text box and a captcha image showing 'DzdzMU'.
- Text: 'Enter Captcha code'.
- Button: 'Email Password Reset Link'.

The footer contains the text: 'Content on this website is owned & provided by Ministry of Electronics & Information Technology (MeitY). Designed, Developed and Hosted by National Informatics Centre.'

## 6. Application Form

The application form is divided into three sections:

### 6.1. Personal Details

Enter your personal details as indicated. You will need to provide:

- Father's Name
- Gender
- Date of Birth
- Mobile Number
- Statement of Purpose
- Applicant Address

Additionally, upload the following image files:

- **Photograph**
- **Signature**

*(Accepted formats: JPG, JPEG, PNG – Maximum size: 50 KB)*

## Application Form for Digital India Internship Scheme

Year:- 2025
Session 1

**Personal Details**
⌵

<b>Name / नाम *</b>	<input type="text" value="CALLINGINDIA TOURS"/>	<b>Father's Name / पिता का नाम *</b>	<input type="text" value="ENTER YOUR FATHER'S NAME"/>
<b>Gender / लिंग *</b>	<input type="radio"/> Male <input type="radio"/> Female	<b>Date of Birth / जन्म तिथि *</b>	<input type="text" value="Enter a Date Of Birth"/>
<b>Mobile Number / मोबाइल नंबर *</b>	<input type="text" value="9857575858"/>	<b>Email / ईमेल</b>	<input type="text" value="callingindiators@gmail.com"/>
<b>Address 1 / पता 1 *</b>	<input type="text"/>	<b>Statement of Purpose / उद्देश्य का कथन Min. 500 *</b>	<input type="text" value="Enter a description"/>
<b>Address 2 / पता 2 *</b>	<input type="text"/>	<b>Address 3 पता 3</b>	<input type="text"/>
<b>State / राज्य *</b>	<input type="text" value="Select State / राज्य"/>	<b>District / ज़िला *</b>	<input type="text"/>
<b>Postal Zip Code / पिनकोड या ज़िप कोड *</b>	<input type="text" value="Enter your zip code"/>		
<b>Applicant Photograph / आवेदक फोटो (Size 50 KB) *</b>	<input type="text" value="Choose File No file chosen"/>		
	<b>Applicant Signature / आवेदक का हस्ताक्षर (Size 50 KB) *</b>		
	<input type="text" value="Choose File No file chosen"/>		

## 6.2. Academic Details

Fill in your academic information, which includes:

- **Current Pursuing Degree**
- **Current Pursuing Year**
- **Stream**
- **Name of the Board/Institute/University**
- **Examination Passed**
- **Year of Passing**
- **Obtained Marks (Percentage)**
- **Obtained Marks (CGPA – Optional)**
- **Project Preferences (You may select a maximum of 2 preferences)**

**Educational Qualification**
⌵

**Education Qualification \***

<input type="radio"/> BE / BTech	<input type="radio"/> BE / BTech (Lateral)	<input type="radio"/> Integrated BTech + MTech
<input type="radio"/> ME / MTech	<input type="radio"/> MCA	<input type="radio"/> LLLB
<input type="radio"/> DoEACC 'B'	<input type="radio"/> Bachelors in Economics and Statistics	<input type="radio"/> M.Sc (CS/IT/ Electronics/ Electrical)

**Project Preferences (Maximum to 2) \***

<input type="checkbox"/> Digital Forensics <input type="checkbox"/> Security in Machine Learning/ Artificial Intelligence <input type="checkbox"/> Cyber Security Certification of IT Products <input type="checkbox"/> GIS-Geo special technologies <input type="checkbox"/> Digital Infrastructure (such as NKN/SWAN, etc.) <input type="checkbox"/> Data Centres <input type="checkbox"/> National Framework of GCC <input type="checkbox"/> Content Writer <input type="checkbox"/> Graphic Designer <input type="checkbox"/> Quantum Technologies <input type="checkbox"/> High Power Computing <input type="checkbox"/> Digital Economy	<input type="checkbox"/> Mobile, Apps Security <input type="checkbox"/> Cryptography Security and standards <input type="checkbox"/> Cloud Computing <input type="checkbox"/> Digital Public Infrastructure (DPI) <input type="checkbox"/> Enterprise Architecture- UI/UXI <input type="checkbox"/> Data Analytics of Indian IT sector and startups <input type="checkbox"/> Application of Generative AI in policy making for startups <input type="checkbox"/> Video Editor <input type="checkbox"/> Web 3 <input type="checkbox"/> Blockchain Technology <input type="checkbox"/> Public policy on Internet
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### 6.3. Reference Details

Provide details of **two distinct references**.

The screenshot shows the 'Application Form for Digital India Internship Scheme' for the year 2025, Session 1. The form is divided into sections: Personal Details, Educational Qualification, and References Details. The References Details section is expanded to show a table with four columns: Name, Designation, Contact Number, and E-Mail for Communication. There are two rows for entering reference details.

Name *	Designation *	Contact Number *	E-Mail for Communication *
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

### 6.4. Submit Application

1. Accept the terms and conditions by clicking the **I Agree** button.
2. Click **Submit**. A preview of your application will be displayed.
3. If all details are correct, click **Proceed**; otherwise, click **Back** to make corrections.

The screenshot shows the Code of Conduct section of the application form. It contains a list of rules (i) through (xiv) that the intern must follow. Below the rules is an 'I Agree' checkbox. At the bottom right, there are four buttons: 'Submit' (green), 'Save as Draft' (blue), 'Reset' (yellow), and 'Close' (red).

The intern appointed by the Ministry shall observe the following Code of Conduct, which shall include but not be limited to, the following:

- (i) The Intern shall follow the rules and regulations, which are in general applicable to employees of the Ministry.
- (ii) The Intern shall follow the confidentiality protocol of the Ministry and shall not reveal to any person or organization confidential information relating to the Ministry, its work and policies.
- (iii) The Intern shall not claim any intellectual property right, of work done at the Ministry and has to strictly maintain the confidentiality of Ministry's intellectual property. Any violation/infringement will be viewed adversely against the Intern as well as the institution to which he/she belongs and may invite appropriate action.
- (iv) The students and the Sponsoring Institution concerned shall have no claim whatsoever on the results of the project work. The Ministry retains all intellectual property rights in patents, designs, software copyright (source code) and publications, if any, that may be generated during the course of project work.
- (v) Interns may, with the prior permission of the Ministry, present their work to academic bodies and at seminars/conferences. However, even for this purpose information that is confidential to the Ministry cannot be revealed under any circumstances.
- (vi) Any papers and documents written and/or published by the Intern should carry the caveat that the views are the personal views of the Intern and do not represent or reflect the views of the Ministry.
- (vii) Interns will follow the advice given to them by the Ministry regarding representations to third parties.
- (viii) In general, an Intern may not interact with or represent the Ministry vis-à-vis third parties. However, some Interns may specifically be authorized to interact with third parties on behalf of the Ministry depending on the nature of their roles and responsibilities.
- (ix) No Intern shall interact with or represent the Ministry to the media (print and electronic).
- (x) Interns will conduct themselves professionally in their relationship with the Ministry and the public in general.
- (xi) Interns are required to be present at the Ministry premises from 09:00 am to 05:30 pm, unless otherwise permitted by the Supervisor/Mentor in writing.
- (xii) The Interns has to make his/her own accommodation arrangement during the internship.
- (xiii) Library facility at the Ministry is limited to referencing only; borrowing of books/journals is not extended to the Interns. However Xerox copies may be obtained from the Library on payment of necessary charges.
- (xiv) In the event of unsatisfactory performance, the concerned Intern may be advised by MeitY to discontinue the project work, before the completion of the term of internship.

I Agree

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**Documents to be uploaded (only PDF format, maximum size: 1 MB):**

- Matriculation (10th Class) Certificate
- Higher Secondary (12th Class) Certificate
- Additional marksheets as prompted on the screen
- Recommendation from the Sponsoring Institute

Application Form for Digital India Internship Scheme  
Year: 2025-26

Matriculation Certificate (Max Size 1 MB only)	<input type="button" value="Choose File"/> No file chosen	Higher Secondary Certificate (Max Size 1 MB only)	<input type="button" value="Choose File"/> No file chosen
1st Year Marksheet of BE/BTech (Max Size 1 MB only)	<input type="button" value="Choose File"/> No file chosen	2nd Year Marksheet of BE/BTech (Max Size 1 MB only)	<input type="button" value="Choose File"/> No file chosen
Recommendation of the Sponsoring Institute (Max Size 1 MB only)	<input type="button" value="Choose File"/> No file chosen		

## 7. Acknowledgement Letter

After successful submission, an acknowledgement letter with a unique reference number will be generated. This acknowledgement can be accessed in your Digital India Internship login account and will also be sent to your registered email address.

  
Government Of India  
MINISTRY OF ELECTRONICS AND INFORMATION TECHNOLOGY  
Acknowledgement Slip

To,  
Applicant Name  
Applicant Complete  
Address

Date: Submission Date



Sir / Madam,

This is an acknowledgement of your Application No. XXXXXX-XXXX under Internship scheme of Ministry (commencing from 2nd Jun 2025 and ending on 1st Aug 2025) for the following area(s):

**Security in Machine Learning/ Artificial Intelligence, Cyber Security Certification of IT Products**

The application is under process and the final list of the selected interns will be displayed on the website of this Ministry ([www.meit.gov.in](http://www.meit.gov.in)) on 13th May 2025.

The applicant is cautioned that in case any information provided by applicant is found to be false/incomplete at any stage, his/her candidature for internship will be cancelled and no further correspondence in this regard would be entertained.

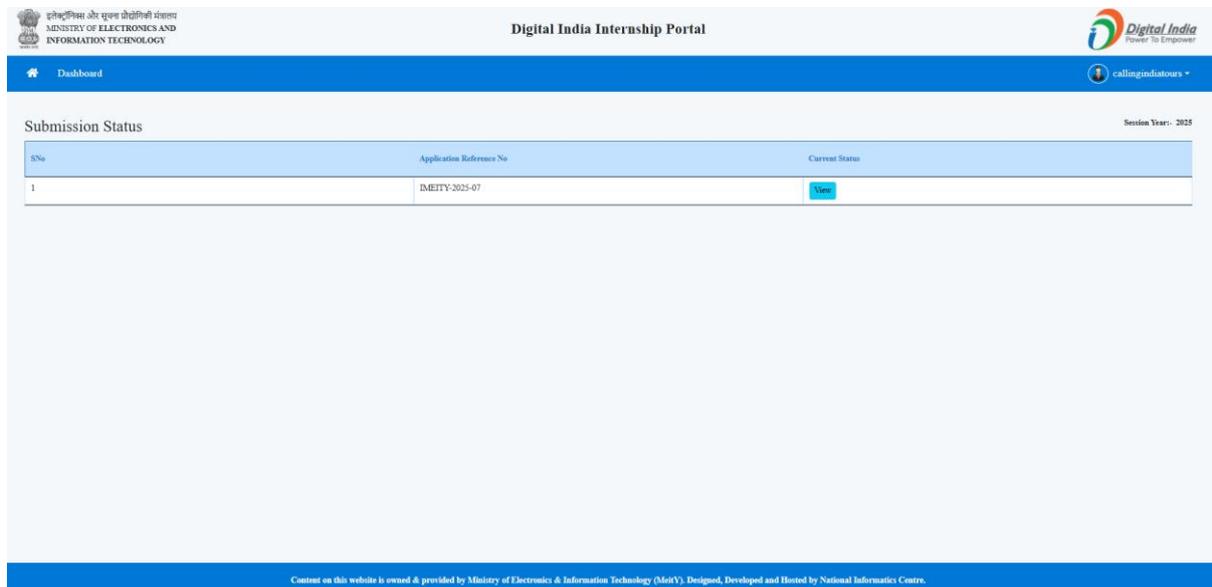
**Note: Tentative Time Schedule of various activities**

- Submission of application online by candidates - 1st Apr 2025 to 24th Apr 2025
- Group Coordinator Selection of applications - 25th Apr 2025 to 6th May 2025
- Result of selected interns - 13th May 2025
- Offer of Internship (by Admin) - 13th May 2025
- Applicant to confirm for Internship - 13th May 2025 to 15th May 2025
- System to Reject Application (If applicant doesn't respond) - 15th May 2025
- GCs to finalise from wait listed candidates Cycle 1 - 16th May 2025 to 19th May 2025
- Offer of Internship (by Admin) Cycle 1 - 20th May 2025
- Applicant to confirm for Internship Cycle 1 - 20th May 2025 to 22nd May 2025
- Issuance of Confirmation Letter to confirmed candidates - 22nd May 2025 to 1st Jun 2025
- Commencement date of Internship - 2nd Jun 2025
- Completion date of Internship - 1st Aug 2025

Deputy Secretary (Personnel)  
Ministry of Electronics and Information Technology

## 8. Track Application

You can track the status of your application by logging into the Dashboard. The status updates will be available under the **Track Application** section.

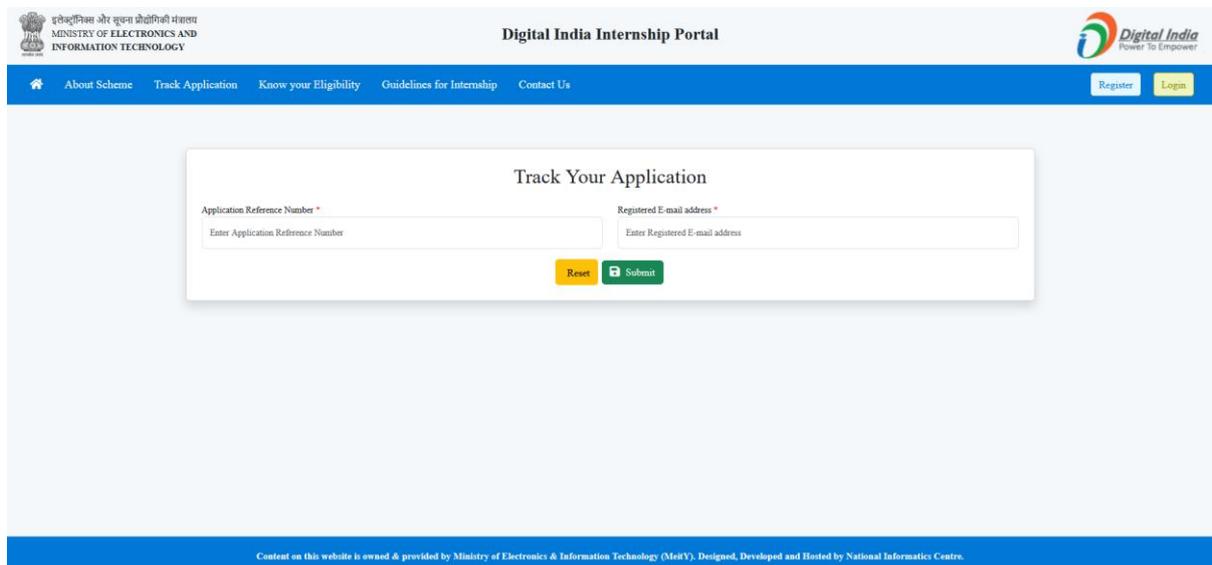


The screenshot shows the 'Digital India Internship Portal' dashboard. At the top, there is a header with the Ministry of Electronics and Information Technology logo and the 'Digital India' logo. Below the header is a navigation bar with 'Dashboard' and 'callingindiatours'. The main content area is titled 'Submission Status' and shows a table with the following data:

SNo	Application Reference No	Current Status
1	IMEITY-2025-07	<a href="#">View</a>

At the bottom of the page, there is a footer with the text: 'Content on this website is owned & provided by Ministry of Electronics & Information Technology (MeitY). Designed, Developed and Hosted by National Informatics Centre.'

## Track application without login



The screenshot shows the 'Track Your Application' form on the 'Digital India Internship Portal'. The form has two input fields: 'Application Reference Number \*' and 'Registered E-mail address \*'. Below the first field is the placeholder text 'Enter Application Reference Number'. Below the second field is the placeholder text 'Enter Registered E-mail address'. There are two buttons: a yellow 'Reset' button and a green 'Submit' button. The page also features a navigation bar with 'About Scheme', 'Track Application', 'Know your Eligibility', 'Guidelines for Internship', and 'Contact Us'. At the bottom, there is a footer with the text: 'Content on this website is owned & provided by Ministry of Electronics & Information Technology (MeitY). Designed, Developed and Hosted by National Informatics Centre.'

## 9. Internship Offer Letter

Selected students will receive an Internship Offer Letter via their registered email. The letter will also be accessible under the **Track Application** section after logging in.

**Note:** Once you receive the offer, you must confirm within three days by following the instructions provided, including entering your bank account details.



सत्यमेव जयते

Government Of India

MINISTRY OF ELECTRONICS AND INFORMATION TECHNOLOGY

Offer of Internship

To,

Applicant Name  
Applicant Complete  
Address

**Date:** Submission Date

**Application No. :** xxxxxx-xxxx

Sir / Madam,

The Ministry of Electronics and Information Technology is pleased to offer you an Internship Programme (on provisional basis) commencing from **2nd Jun 2025** and ending on **1st Aug 2025** in the following area: in the following area:

**Internship Area: Digital Econom.**

You are requested to send your confirmation for participation in the scheme through online mode (by login your account and check in track application status) by 15th May 2025 22nd May 2025 failing which your candidature for the said internship would be treated as withdrawn/cancelled.

The applicant is cautioned that in case any information provided by him/her is found to be false/incorrect any stage, his/her candidature for internship will be cancelled and no further correspondence in this regard would be obtained

**Deputy Secretary (Personnel)**  
**Ministry of Electronics and Information Technology**

## 10. Confirmation Letter for Internship

Students who confirm their internship as per the Ministry's instructions will receive a Confirmation Letter. This letter will be available in your account after confirmation.



सत्यमेव जयते

**Government Of India**  
**MINISTRY OF ELECTRONICS AND INFORMATION TECHNOLOGY**  
**Confirmation of Internship**

To,  
Applicant Name  
Applicant Complete  
Address

**Date:** Submission Date  
**Application No. :** XXXXXX-XXXX



Sir / Madam,

The Ministry of Electronics and Information Technology is pleased to confirm the offer of Internship Programme commencing from **2nd Jun 2025** and ending on **1st Aug 2025**, in the following area:

**Area: Digital Economy**

You are directed to report to Joint Director (Personnel), MeitY on 13th May 2025, failing which your candidature for the said internship would be treated as withdrawn/cancelled.

The applicant is cautioned that in case any information provided by him/her is found to be false/incorrect any stage, his/her candidature for internship will be cancelled and no further correspondence in this regard would be obtained.

**Deputy Secretary (Personnel)**  
**Ministry of Electronics and Information Technology**

## 11. Validations

Please note the following guidelines when filling out the forms:

- **Mandatory Fields:** All fields marked with an asterisk (\*) are mandatory.
  - **Special Characters:** Only the dot (.), space, slash (/), at (@), comma (,), hyphen (-) are allowed.
  - **Date Format:** Enter the date in Day, Month, and Year format. All parts must be numeric.
  - **Email Address:** Should consist of alphanumeric characters along with permitted symbols (., @, -, \_).
- 

## 12. Contact Us

For any queries, please email: [support-diis@meity.gov.in](mailto:support-diis@meity.gov.in)