

NOTICE

Applications for Indirect Tax Internship Scheme in CBIC

The Directorate of Legal Affairs, Central Board of Indirect Taxes and Customs is entrusted with defending all indirect taxes matters (Customs, Central Excise, Service Tax and GST) before the Hon'ble Supreme Court of India. The Directorate hereby invites applications for internship for the F.Y 2023-24.

2. Eligibility:

- (i) Law students who are pursuing a 3-year LLB course/5-year integrated LLB course.
- (ii) Law graduates who have completed 3-year LLB course/5-year integrated LLB course for not more than two years.

Students who have appeared in final year/ semester examination on the cutoff date are eligible to apply in the Law graduate category. Such candidates, applying as having appeared in final year/ semester examination, will have to show proof of having passed the LLB course at the time of joining.

3. Scope of internship:

The internship shall take place in Delhi. The interns are expected to study case files, assist in legal research and drafting of petitions, briefing the counsels and extend any other related legal/general assistance to officers/counsels. The interns may also accompany the departmental officers to the briefing meetings, if needed. The interns will be deployed in different sections of legal establishment in CBIC.

4. Terms of internship:

Maximum ten law students and ten law graduates (total twenty) will be taken at a time for internship. The internship is likely to commence from 01.07.2023.

- (i) Law students shall be taken as interns for one to two months. The period of internship may be increased to the maximum total period of three months by the Principal Commissioner, Directorate of Legal Affairs on mutual agreement. The student interns will receive a stipend of Rs. 5,000/- per month on satisfactory conduct of internship.
- (ii) Law graduates shall be taken as interns for upto six months. The period of internship may be increased to the maximum total period of one year by the Principal Commissioner, Directorate of Legal Affairs on mutual agreement. The graduate interns will receive a stipend of Rs. 15,000/- per month on satisfactory conduct of internship.
- (iii) Proof of eligibility including passing the examination (i.e. result sheet/mark sheet/provisional degree etc.) is to be presented with application. The applicant should fulfill the eligibility criterion as on last date of application i.e. 19.05.2023.

- (iv) If a selected candidate fails to join on the date of joining, he / she may be debarred for a period of six months.
 - (v) Maximum permissible leave of absence is 2 days per month. Extra leave may be granted in exceptional circumstances. In such cases the period of internship shall be extended to the extent of such leave.
 - (vi) On satisfactory completion of internship, a Certificate of Internship shall be awarded. For satisfactory completion inter-alia 90% attendance is mandatory. This is a full time internship to be attended physically and the interns are not expected to pursue any other course/work during the tenure of internship.
 - (vii) In case any intern want to discontinue the internship, minimum 15 days prior written notice is required to be submitted by letter/e-mail to DLA.
 - (viii) On discontinuation, Certificate of Internship would be given to only such law student interns who complete minimum one month and to such law graduates who complete minimum three months period of internship. Interns not completing such minimum period would not be awarded any certificate.
 - (ix) The interns shall be required to maintain confidentiality of all the documents/reports and/or any other information received by him/her during his/her internship period. The interns shall not reveal to any person or organization any information relating to the Department, its work and policies. The interns will also be required to furnish an undertaking that they have no conflict of interest in undertaking the internship.
 - (x) The internship will neither be a job nor assurance of a job in the Department.
5. Preference shall be given to students/graduates of reputed institutions.
6. Eligible & willing candidates may furnish their application in the attached form by email to dlasmc-cbic@gov.in by 19.05.2023. Selected candidates shall be informed by email. No further communication shall be made with rest of candidates.

Application for Indirect Taxes Internship Scheme

**Photo of
the
Applicant**

1. **Name** : _____
2. **Father's Name** : _____
3. **Date of Birth** : _____
4. **Gender** : **Male/Female**
5. **Category** : **GEN/SC/ST/OBC/PH**
6. **Category of Internship** : **LLB Student/ Law Graduate**
7. **Period of internship required** : _____ to _____
8. **Educational background** :

Exams Passed	Name of the Institution	Board/ University	Year of Passing	Percentage of Marks/CGPA
Graduation (B.A./B.Com /B.Sc)				
10+2 (XII)				
10 (X)				

9. **Academic Performance in LLB** :

Year/ Semester	Name of the Institution	Board/University	Percentage of Marks/CGPA

10. **Address for Correspondence** : _____

11. **Phone No. / Mobile No.** : _____
12. **E-mail** : _____
13. **Permanent Address with parent's/ guardian's name and Phone No.** : _____

Place : _____

Name of the Applicant: _____

Date : _____

Signature : _____