

**CENTRE FOR
CRIMINOLOGY AND
VICTIMOLOGY**

NATIONAL LAW UNIVERSITY DELHI

**HANDBOOK ON
INTERNSHIP PROGRAMME
2024-2025**

ABOUT US

NATIONAL LAW UNIVERSITY DELHI

Established by Act 1 of 2008 of the National Capital Territory, Delhi, National Law University Delhi (NLUD) has emerged as a premier institution in legal education. Recognised by the Bar Council of India and included under Section 12(B) of the UGC Act 1956, the University is committed to fostering professional capability and social responsiveness in its students.

At the core of NLUD's ethos is the vision to establish itself as a globally renowned legal institution, excelling in India and internationally. The University offers a dynamic environment where theoretical knowledge is seamlessly integrated with practical application. This approach is evident in the University's innovative curriculum and pedagogy, designed to encourage scientific temper and innovative thinking among students. National Law University Delhi has been ranked 2nd all over India in the Law Category of the National Institute Ranking Framework (NIRF) three years in a row. This recognition was awarded by the Ministry of Human Resource Development (MHRD), Government of India.

CENTRE FOR CRIMINOLOGY AND VICTIMOLOGY (“CCV”)

The Centre for Criminology and Victimology at National Law University Delhi has been set up with the objective of promoting research, training, policy analysis and consultancy in the fields of Criminal Justice, Criminal Law, Criminology and Victimology. The Centre is engaged in several research projects, including wrongful prosecution and victim and prosecution. The Centre regularly conducts workshops, seminars, training programmes, conferences and symposiums on the above-mentioned subject areas.

THE TEAM



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CHIEF PATRON & CHAIRPERSON'S MESSAGE

Criminology and victimology are disciplines that shape our understanding of crime and victimisation and play a pivotal role in shaping policies and practices aimed at achieving justice and social equity. It gives me immense pride to announce the launch of our newly formulated internship programme, a testament to the growth and evolution of the new age. This handbook stands for our commitment towards providing a comprehensive and enriching experience to aspiring scholars in the field of criminology and victimology.

Within the pages of this handbook, you will find detailed information about our programme objectives, guidelines, expectations, and opportunities for engagement. Whether you are a student, researcher, or practitioner, we have curated a diverse range of internship opportunities to cater to your interests and aspirations. I encourage each of you to approach this internship with a spirit of curiosity, dedication, and professionalism. Embrace every opportunity to learn, grow, and make a positive impact. Remember that your contributions can potentially shape the future of criminology and victimology.

On behalf of the Centre for Criminology and Victimology team, I extend my best wishes for a rewarding and transformative internship experience. May you emerge from this journey empowered with knowledge, inspired by your experiences, and equipped to be agents of change in the realm of criminal justice.

Warm regards,

Prof (Dr.) G.S. Bajpai

Chief Patron and Chairperson
Centre for Criminology and Victimology,
National Law University Delhi

PROGRAMME OVERVIEW

The CCV Internship Programme provides a platform for participants to work closely with leading researchers, contribute to ongoing studies, and develop skills essential for a career in criminology, victimology, and related disciplines. Interns will engage in a blend of research, writing, and practical tasks aligned with the CCV's current projects and objectives. Through this internship programme, we seek to nurture talent, promote academic excellence, and cultivate a community of future leaders committed to addressing challenges within the criminal justice system and promoting victim-centred approaches to justice.

OBJECTIVE OF THE INTERNSHIP PROGRAMME

The internship programme aims to provide a structured platform for individuals to gain practical experience and contribute meaningfully to ongoing research, training, and consultancy endeavours in the fields of Criminal Justice, Criminal Law, Criminology, and Victimology. It is designed to immerse students and early-career researchers in criminology and victimology's practical and theoretical aspects. Interns will work under the guidance of CCV's esteemed faculty and researchers, engaging in a range of activities that contribute to their professional development and the centre's research objectives. Through this programme, we endeavour to:

- **Facilitate hands-on learning opportunities:** Offer interns the chance to engage in academic and practical projects, research initiatives, and policy analyses under the guidance of experienced professionals within the Center.
- **Foster skill development:** Enable interns to develop and enhance their skills in research methodologies, data analysis, policy formulation, and other relevant

areas through active participation in diverse activities such as workshops, seminars, conferences and training programs.

- **Promote collaboration and networking:** Encourage interns to interact with scholars, practitioners, and stakeholders in the criminal justice system, fostering valuable connections and insights that contribute to their academic and professional growth.
- **Contribute to the Center's objectives:** Enable interns to support ongoing research projects, including those focusing on wrongful prosecution, victim-friendly prosecution, and victim justice, thereby aiding in the Center's mission to advance knowledge and practices in these critical areas.
- **Enhance educational experience:** Provide interns with a comprehensive understanding of the interdisciplinary nature of criminology and victimology, complementing their academic curriculum with practical exposure and experiential learning opportunities.

SCHEME OF THE INTERNSHIP PROGRAMMES

These programs are designed to accommodate varying levels of commitment and areas of interest, providing a rich spectrum of opportunities for students and professionals eager to make a significant contribution to the fields of criminology and victimology. We look forward to welcoming a diverse group of interns, both in-person and virtually, with a strong preference for those who can join us on campus to take full advantage of the collaborative and immersive environment at NLU Delhi.

- **Short-Term Internship Programme**

The short-term internship program offers individuals the opportunity to gain valuable exposure to the research, training, and consultancy activities conducted by the Centre

for Criminology and Victimology within a condensed time frame. Their contribution would include participating in ongoing research projects assisting in data collection, analysis, and report writing under the guidance of experienced researchers. Interns enrolled in the short-term internship program will commit to a minimum duration of one month, providing them with an intensive and immersive experience within the Centre.

- **Long-Term Internship Programme**

Designed for individuals seeking a comprehensive experience in the field, this internship extends from three months to one year. Interns will be able to delve deeper into research, advocacy, and professional development. Although a virtual internship option is available, in-person interns will be preferred to foster closer collaboration with our team and benefit from direct mentorship. The contribution would include substantial contribution to policy analysis and consultancy initiatives, undertaking independent research, policy briefs, and stakeholder engagement activities to address key issues in the criminology and victimology, contributing to academic publications, and prospective leadership roles in organising and facilitating events. Interns enrolled in the long-term internship programme will commit to a minimum duration of three months, with the opportunity to extend their internship for up to a year, subject to mutual agreement between the intern and the Centre.

- **Faculty-Research Internship Programme**

This internship invites interns to work closely with faculty on ongoing research projects for a minimum of two months. It offers a unique chance to contribute to scholarly work and receive mentorship in criminology and victimology. It provides interns with a more extensive and immersive experience, allowing for deeper engagement in research, training, and consultancy activities with the Faculty Members at the Centre. We encourage applicants interested in both in-person and virtual formats, but in-person

participation is preferred to maximise the learning experience and engagement with the academic community at NLU Delhi.

- **Multidisciplinary Innovators Internship Programme**

This internship programme is a dynamic and inclusive opportunity designed to harness the diverse talents and perspectives of students **from social science disciplines**. Recognising the evolving landscape of digital communication, event organisation, and technology, this programme also seeks to engage passionate individuals **from all academic disciplines in the areas of social media management, website development, and event management and coordination**. This programme is not just an internship; it's an opportunity to be at the forefront of digital innovation and event management. Whether you're a coder, a designer, a planner, or a communicator, this programme invites you to bring your unique skills to the table and join us in making a meaningful impact.

Eligibility Criteria:

- Are currently enrolled in or have recently graduated from any undergraduate or graduate programme. Candidates from Mass Communication & Media backgrounds are encouraged to apply.
- Possess a keen interest in social media, website development, or event management.
- Are looking for an opportunity to apply their academic knowledge in a practical, real-world setting.
- Demonstrate strong communication, teamwork, and project management skills.

ROLES AND RESPONSIBILITIES

Through our internship programme, we aim to provide interns with an insight into the world of an independent think tank. **Interns will assist the Centre's research initiatives** by undertaking a wide range of tasks, including:

- Contributing in ongoing research projects, assisting in data collection, empirical and doctrinal analysis, and report writing under the guidance of experienced researchers and undertaking necessary administrative tasks.
- Support in organising workshops, seminars, and training programmes, including logistical arrangements, participant coordination, and documentation.
- Engagement in policy analysis initiatives, contributing insights and recommendations to inform policy-making processes in areas such as fast track courts, hate crimes, victim-friendly prosecution, and victim justice.
- Skill development opportunities, including training sessions, mentorship, and hands-on learning experiences tailored to interns' interests and career aspirations
- Improving our communication strategies, making use of websites, social media, print and electronic media.

SKILLS AND INTERESTS REQUIRED

- Strong research abilities, both qualitative and quantitative.
- Clear and effective communication skills, both written and verbal.
- Excellent organisational skills and ability to manage tasks efficiently.
- Capacity for collaborative teamwork and positive contributions to group dynamics.
- Genuine interest in criminology, victimology, and criminal justice issues.
- **High ethical standards, academic integrity and research honesty are expected.**
- Experience in working in an IT enabled environment.
- Good project management skills and attention to detail.

ELIGIBILITY CRITERIA(s)

The following criterias are applicable on all the internship programmes except

multidisciplinary innovators internship programme. The eligibility criteria for that programme are mentioned in the programme scheme itself.

- The internship is open to undergraduate, postgraduate, and doctoral students in law, criminology, social sciences, or related fields in India and other countries.
- Students must have completed two years of the five-year integrated LL.B. Programme/ one year of a three year LL.B. Programme. Preference will be given to the students who have studied and completed the criminal law coursework in their LL.B. Programme.
- Applicants should have a strong academic record, excellent research and writing skills, and a keen interest in criminology and victimology.
- Previous research experience, while not mandatory, will be considered an advantage.

APPLICATION PROCESS

The candidates interested in doing internship are advised to submit their application at least 2 months in advance. Those interested should send a mail at intern-ccv@nludelhi.ac.in specifying the following in the email body:

Personal Details:

- Name
- Email Address
- Phone number

Academic Details

- Course of Study
- Name of the College/University
- Current Year of Study
- Preferred duration of internship (with dates)
- Mode of internship

Kindly submit the following documents as part of the application. All these documents should be compiled together and uploaded as one document in word or pdf format.

- **Updated CV:** Please ensure your CV is current and reflects your most recent academic and professional experiences. (not more than 3 pages)
- **Statement of Purpose (SOP):** Share your motivations for applying, your expectations from the internship/research assistantship, and how you believe it aligns with your career goals. (under 500 words)
- **Writing Sample:** Submit a writing sample which can be published or unpublished. Ideally submitted to University as part of coursework on the subject of interest within the scope of criminology and victimology. (preferably 1500-3000)

FURTHER INFORMATION

Applications that do not follow the proper application process will not be entertained. While applications for part-time interns are considered, there is a preference for full-time interns working in-person. The following criterias will be taken into consideration while selecting the interns:

- CV & relevant internship details
- Statement of Purpose
- Writing Sample
- Interview
- Mode of Internship preferred

For application guidelines, deadlines, and more information on the CCV Internship Programme, please visit the CCV website or email your expression of interest at intern-ccv@nludelhi.ac.in. For further details and questions contact Ms. Perna Deep, Associate Coordinator, CCV at perna.deep@nludelhi.ac.in . We welcome enthusiastic and committed individuals eager to contribute to and learn from our dynamic research environment.

ONBOARDING

- Upon selection, interns will receive a comprehensive onboarding brochure during their orientation session, detailing all necessary information to ensure a smooth and productive internship experience. This brochure will encompass the logistical framework for internship and research assignments.
- An onboarding session will be conducted at the start of the Internship to introduce interns to the CCV's mission, research focus, and operational guidelines, ensuring a smooth and productive integration into their roles.
- After induction, interns will be strategically assigned to a specific team where they will primarily contribute to the majority of their internship. However, flexibility is expected, as interns may be called upon to support other teams as needed. Interns are obliged to maintain accurate time entries, documenting the hours spent on the centre's activities, their research tasks, and the supervising senior.
- To support their work, interns will be provided with essential logistics, including desk space and internet access. However, it is important for interns to bring their laptops to facilitate their research and assignments effectively.

REMUNERATION

- CCV does not offer monetary fees/compensation to participants of the Internship Programme. The internship is designed to provide valuable professional experience, academic enrichment, and opportunities for personal growth in a leading research setting.
- In addition to the Certificate of Internship & a publication opportunity, the interns would gain practical experience conducting doctrinal research on current inequalities through the use of research in the fields of law and policy making,

working with team members from different parts of the country, and exposure to empirical research as well.

- In exceptional circumstances, we may offer a LOR to the interns or the opportunity to join us as a Student Member.

TERMINATION OF INTERNSHIP(S) AND RESOLUTION OF DISPUTES

The Centre will be consistently reviewing the performance of interns and the interns must complete their project activity satisfactorily in stipulated time. The Centre shall have the right to cancel the internship without any notice, in cases of indiscipline or undesirable behaviour on the part of the intern.

IMPORTANT NOTE

- Students and scholars are encouraged to apply for internships throughout the year, as selections will be on a rolling basis. The Centre will provide for both **VIRTUAL** and **IN-PERSON** internships.
- Applying for or participating in the CCV Internship Programme does not guarantee or imply an offer of employment at the CCV upon completion. The primary goal is educational enhancement, professional development, and exposure to real-world research and advocacy within criminology and victimology.
- The interns of CCV are not paid. All costs related to transportation, accommodation, and living expenses must be borne by the interns themselves.



CREATED AND DESIGNED BY

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WITH VALUABLE GUIDANCE FROM

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Chief Patron & Chairperson, Centre for Criminology and Victimology, NLUD

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