

5 December 2022

OL Number : SKLR22-3954

Dear **Surbhi saxena**,

We are excited to extend an offer to you for an internship position within our Business Development Department at Skolar. This position is located in Bangalore, Karnataka. The position is for the role of a **Business Development**.

This position is scheduled to begin on **18 January 2023** and will be ending on **27 May 2023**. Your first 10 days of internship shall be unpaid training period. The work schedule for this position is 6 days a week from 11.00 a.m. to 8:00 p.m IST. This position will pay **INR 22000** per month and upto 10,000 INR incentives which will vary according to your performance. Your monthly target will be **INR 350000**. As a temporary employee in the role of an intern, you will not be eligible for any company-sponsored benefits.

During your internship with Skolar, you may have access to trade secrets and confidential or proprietary business information belonging to the company. By accepting this offer, you acknowledge that this information must remain confidential and agree to refrain from using it for your own purposes or disclosing it to anyone outside of Skolar.

Also, you agree that upon completion of your internship, you will promptly return any company-issued property and equipment along with information and documents belonging to the company. By accepting this offer, you acknowledge that you understand participation in this program is not an offer of employment, and successful completion of the program may or may not entitle you to an employment offer from Skolar.

Please bring your PAN card, Passport/Driving Licence/other address proof and your bank account information on your first day to complete your profile.

This offer letter represents the full extent of the internship offer and supersedes any prior conversations about the position. Changes to this agreement may only be made in writing. If you have any questions about this offer, please contact our recruiting department at 8095680803. Please review this letter in full, and sign and return it via email to hr@skolar.in to confirm your acceptance of the position. We look forward to having you begin your career at Skolar and wish you a successful internship. Welcome to our team!

Sincerely,
Muskan Rastogi
Chief Executive Officer
SKLR EDTECH PVT LTD




Director Corporate Relations
Invertis University
Bengaluru

Other Terms and Conditions

1. During the training period you will not receive any of the employee benefits that regular employees receive.
2. At any time if you wish to discontinue the training due to personal reasons , you will have to serve a notice period of 1 month or have to pay a compensation equal to 1 month stipend.
3. You will be receiving your full and final compensation post resigning from the company after 45 days only after completion of all the exit formalities (T&C applicable as per the discussion during exit)..
4. All the information acquired during the course shall be strictly confidential and you shall refrain from using it for your own purpose or from disclosing it to anyone outside of the Company.
5. Upon conclusion of your tenure, you will immediately return to the Company all of its property, equipment and documents including electronically stored information.
6. Official communication either within the company or outside the company should be through the company Email of your manager only.
7. Post successful completion of the Training tenure, the candidate will be prone to performance based pre-placement offers by the company.

I, **Surbhi saxena**, accept the above offer and will begin the internship position on 18 January 2023.

Name:

Sign:

Registrar
Invertis University
Bareilly

Director Corporate Relations
Invertis University
Bareilly