

## Criterion 3: Research, Innovations and Extension

MoUs, collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the-job training, research and other academic activities

**On-the-job training**

**Department of Commerce  
2017-18**

**CAMPUS**

Kottukulam Hills, Pathamuttom P. O., Kottayam - 686 532, Kerala | Tel: +91 481 2433787 | [scas@saintgits.org](mailto:scas@saintgits.org)

**CORPORATE OFFICE**

III Floor, Unity Building, K. K. Road, Kottayam - 686 002, Kerala | Tel: +91 481 2584330, 2300365 | [mail@saintgits.org](mailto:mail@saintgits.org)

**[www.saintgits.org](http://www.saintgits.org)**



**SAINTGITS**  
LEARNING WITH PURPOSE

# **SAINTGITS**

**COLLEGE OF APPLIED SCIENCES  
KOTTAYAM, KERALA, INDIA**

## **JOBWAY**

**A SCAS JOURNAL OF ON THE JOB  
TRAINING PROGRAMME (OJTP)  
POST GRADUATE DEPARTMENT OF  
COMMERCE**

**B. COM – TAXATION BATCH 2016-19**

**UNDER THE GUIDANCE & SUPERVISION OF  
LR. DAVID JOSEPH**



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*DKL*

*Daniel Joseph*

*ABhaskaran*

**Anish B. Bhaskaran**  
Academic Coordinator  
PG Department of Commerce

*M.C. Joseph*

**Prof M.C. JOSEPH**  
Principal  
Saintgits College of Applied Science  
Pathamuttom, Kottayam 686 532



CA. JOSEPH MATHEW  
M/s Joseph Mathew & Co  
Chartered Accountants

Pulimoodu Buildings, "Bank House"  
Near Anaswara Theatre,  
Palace Road, Kottayam-686 001  
Phone : 0481-2581334, 2301053  
Mobile : 9447790459  
E-mail: jmathewfca@gmail.com

22/05/2018.


**TO WHOMSOEVER IT MAY CONCERN**

This is to certify that Mr. AADARSH C.A., Son of Mr. Anil Kumar C.S., residing at Chempodil House, Velloor P.O., Kottayam District, PIN - 686003 was working with me as an Audit Trainee from 23/04/2018 to 16/05/2018. He was discharging various works entrusted to him with due responsibility and to my entire satisfaction. He is hard working and intelligent. His character and conduct is also excellent.

I wish him all success in the days to come.

JOSEPH MATHEW & CO.  
Chartered Accountants  
Pulimoodu bldg. (Bank House)  
Palace Road, Kottayam-1  
Ph: 0481-2581334, 2301053  
e-mail: jmathewfca@gmail.com

For JOSEPH MATHEW & CO.  
CHARTERED ACCOUNTANTS

  
JOSEPH MATHEW  
M.No. 024181 (Proprietor)  
FRN 001389S

22/05/2018.

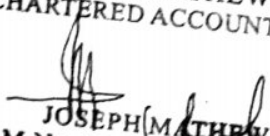
**TO WHOMSOEVER IT MAY CONCERN**

This is to certify that Mr. ABIN KURUVILLA, Son of Mr. Peter Kuruvilla, residing at Koippally House, Pakkil P.O., Kottayam District, PIN - 686012 was working with me as an Audit Trainee from 23/04/2018 to 16/05/2018. He was discharging various works entrusted to him with due responsibility and to my entire satisfaction. He is hard working and intelligent. His character and conduct is also excellent.

I wish him all success in the days to come.

JOSEPH MATHEW & CO.  
Chartered Accountants  
Pulimoodu bldg. 182,  
Palace Road, Kottayam  
Ph: 0481-2581334  
e-mail: jmathewfca@gmail.com

For JOSEPH MATHEW & CO.  
CHARTERED ACCOUNTANTS

  
JOSEPH MATHEW  
M.No. 024184 (Proprietor)  
FRN 001389S





**K. VENKATACHALAM AIYER & Co.**

**CHARTERED ACCOUNTANTS**

No. XVI/ 118K, Second Floor,  
ADITHYA COMMERCIAL ARCADE  
Near Axis Bank, Nagampadam,  
KOTTAYAM, Kerala - 686 001

**Tel •** (0481) 2564794, 2301127 & 2561457  
**Email •** kvaier@gmail.com  
kottayam@kvaier.com

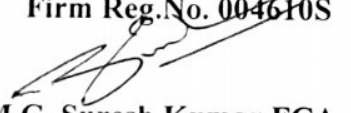
01-06-2018

**TO WHOMSOEVER IT MAY CONCERN**

This is to certify that Ms. Akhila Fathima Shajahan Second year Model III B.Com Student of Saintgits College of Applied Sciences, Pathamuttom P.O., Kottayam 686532 has worked in this office in-connection with "On the job training" as part of her curriculum from 02-05-2018 to 31-05-2018. During her training in our office, she was very punctual and hardworking.

We wish her all the success and a bright future.

**For K. Venkatachalam Aiyer & Co**  
Chartered Accountants  
Firm Reg. No. 004610S

  
**CA. M.G. Suresh Kumar FCA DISA (ICA)**  
Partner/Membership No. 212795



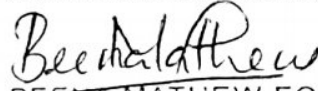
CERTIFICATE

This is to certify that Miss.Aksa Jacob, D/o.Mr.K.C.Chacko, Kunnumpurathu House, Chingavanam .P.O, Kottayam , Kerala , Pin-686531, persuing B.com degree Course at Saintgits College of Applied Sciences, Kottukulam Hills, Pathamuttom.P.O, Kottayam, Kerala-686 532, has successfully completed three weeks **on the job training** in accounting and taxation matters at our institution.

We take this opportunity to wish her all success in her career.

Place: Kottayam ,  
Date: 18-05-2018

For AYYAR AND CHERIAN  
CHARTERED ACCOUNTANTS

  
BEENA MATHEW FCA  
M.No. 221957 (Partner)  
FRN 000284S

Copy to Saintgits College





**K. VENKATACHALAM AIYER & Co.**  
**CHARTERED ACCOUNTANTS**

No. XVI/ 118K, Second Floor,  
ADITHYA COMMERCIAL ARCADE  
Near Axis Bank, Nagampadam,  
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Tel • (0481) 2564794, 2301127 & 2561457  
Email • kvaier@gmail.com  
Kottayam@kvaier.com

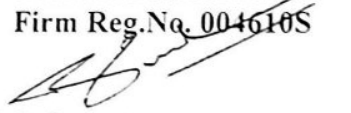
01-06-2018

**TO WHOMSOEVER IT MAY CONCERN**

This is to certify that Ms.Aleena Ann Korah Second year Model III B.Com Student of Saintgits College of Applied Sciences, Pathamuttom P.O., Kottayam 686532 has worked in this office inconnection with "On the job training" as part of her curriculum from 02-05-2018 to 31-05-2018. During her training in our office, she was very punctual and hardworking.

We wish her all the success and a bright future.

**For K.Venkatachalam Aiyer & Co**  
Chartered Accountants  
Firm Reg.No. 004610S

  
**CA. M.G. Suresh Kumar FCA DISA (ICA)**  
Partner/Membership No.212795





**PROJECT REPORT CERTIFICATE**

This is to certify that Mr. Alex K Lukose student of B.com, from Saintgits College of applied science has done his one month project in Vishnu Rajendran & Co Chartered accountants, from 01/05/2018 to 30/05/2018.

During the project period, he took keen interest in the works assigned to him. Regarding the project he has allotted sufficient to collect the required data and completed his assignment.

We wish him all success in his future professional endeavors in carrier.

For VISHNU RAJENDRAN & CO.  
Chartered Accountants  
FRN 004741S

P.A. JOSEPH M.Sc., FCA  
M.No. 207101 (Partner)

30/5/2018



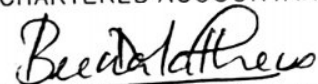
CERTIFICATE

This is to certify that Miss. Alisha Susan Shaji D/o. Mr. Shaji Kuriakose, Vadakkeril Shaji Villa, Chelliozhukkom Road, Kottayam, Kerala-686001, persuing B.com degree Course at Saintgits College of Applied Sciences, Kottukulam Hills, Pathamuttom.P.O, Kottayam, Kerala-686 532, has successfully completed three weeks **on the job training** in accounting and taxation matters at our institution.

We take this opportunity to wish her all success in her career.

Place: Kottayam ,  
Date: 18-05-2018

For AYYAR AND CHERIAN  
CHARTERED ACCOUNTANTS



BEENA MATHEW FCA  
M.No 221957 (Partner)  
FRN 000284S





**RAJKUMAR ERUPPACKAL & Co**  
CHARTERED ACCOUNTANTS

☎ : 0481-258 2880, 258 2080  
Eruppackal,  
Temple Road,  
Kottayam - 686 001  
E-mail: rajfca50@gmail.com

May 30<sup>th</sup>, 2018

**TO WHOMSOEVER IT MAY CONCERN**

This is to certify that Ms. ALKA ELIZABETH GEORGE, D/o George Thomas C, Kannukuzhiyil Chempola, Puthuppally P. O., Kottayam - 686011 (Student of 2<sup>nd</sup> Year - B. Com (Taxation), St. Gitts College of Applied Science, Pathamuttom. Kottayam) has completed her on the Job Training in this organization from April 30<sup>th</sup> 2018 to May 26<sup>th</sup> 2018 in accounting and taxation matters. During this term, she has been found hardworking and sincere.

We wish her all success in the future studies.

For RAJKUMAR ERUPPACKAL & CO.

K. RAJKUMAR F.C.A., M. No: 023914  
F. Reg. No: 003471S







# JCC & ASSOCIATES

## CHARTERED ACCOUNTANTS

PARTNERS:  
CA. SAM CHACKO M.COM. ACA  
CA. SHINE P JOSEPH B.COM. ACA  
CA. RINTO CHANDY M.COM. ACA

23/05/2018

To

THE PRINCIPAL  
SAINTGITS COLLEGE OF APPLIED SCIENCES  
PATHAMUTTOM P.O.  
KOTTAYAM, KERALA-686 532

Dear Sir,

Sub: Certificate of On the Job Training for Second year Model III B.Com  
Student Ref.No.SCAS/OJT/2018/T411

This is to certify that Mr.Amal Sreekumar has completed his OJT (on the job training) in our firm for the period from 25/04/2018 to 23/05/2018 (21 days) as requested by Department of Commerce, Saintgits College of Applied Sciences, Kottayam.

During the course of his training, he proved himself to be a sincere and hard worker. We wish him all success in his future endeavours.

Thanking you

Yours faithfully



For JCC & ASSOCIATES  
Chartered Accountants

CA. Sam Chacko M.Com, ACA  
Partner, MRN:232239  
FRN:0155855

# ROSHAN THOMAS & Co.

CHARTERED ACCOUNTANTS

Partners :

CA. ROSHAN THOMAS

ACA, DISA(ICA)

CA. SHARON LISS AUGUSTINE

B.Com, ACA



Address :

1st Floor, Srivari Complex  
39/2402, M.B Menon Road  
Kochi - 682016  
Kerala

Website: [www.rtnco.co.in](http://www.rtnco.co.in) | email: [roshanthomasandco@gmail.com](mailto:roshanthomasandco@gmail.com) | Tel: 0484-2365485, 9497325485, 9745421740

## CERTIFICATE

This is to certify that Ms. Anu Susan Thomas, Mamkootathil House, Kallissery P O Chengannur, Alappuzha Dist., 2<sup>nd</sup> year B.Com student at SAINTGITS COLLEGE OF APPLIED SCIENCE has completed 30 days on the job training at our office from 24-04-2018 to 23-05-2018

During the course of training she was given exposure in

- Preparation and maintenance of books of accounts,
- Preparation of trial balance and financial statement,
- Bank Reconciliation Statements,
- Data entry in Tally
- Audit through Tally
- GST Return preparation and filing

She has performed her duty diligently and her conduct was satisfactory.

For ROSHAN THOMAS & Co  
CHARTERED ACCOUNTANTS  
FRN - 013511S

CA. ROSHAN THOMAS, FCA, DISA(ICA)  
Membership No: 225912

23/05/18

CERTIFICATE

This is to certify that Mr.Aravind.S.Raj, S/o.Mr. K.R.Sasuraj, Puthenparambil House, Chingavanam.P.O, Kottayam , Kerala - 686531 persuing B.com degree Course at Saintgits College of Applied Sciences, Kottukulam Hills, Pathamuttom.P.O, Kottayam, Kerala-686 532, has successfully completed three weeks **on the job training** in accounting and taxation matters at our institution.

We take this opportunity to wish him all success in his career.

Place: Kottayam ,  
Date: 18-05-2018

For AYYAR AND CHERIAN  
CHARTERED ACCOUNTANTS

*Beena Mathew*

BEENA MATHEW FCA  
M.No. 2/1957 (Partner)  
FRN 000264S





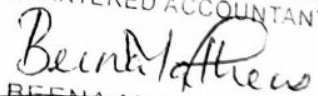
CERTIFICATE

This is to certify that Mr.Aravind.S.Raj, S/o.Mr. K.R.Sasuraj, Puthenparambil House, Chingavanam.P.O, Kottayam , Kerala - 686531 persuing B.com degree Course at Saintgits College of Applied Sciences, Kottukulam Hills, Pathamuttom.P.O, Kottayam, Kerala-686 532, has successfully completed three weeks on the job training in accounting and taxation matters at our institution.

We take this opportunity to wish him all success in his career.

Place: Kottayam ,  
Date: 18-05-2018

For AYYAR AND CHERIAN  
CHARTERED ACCOUNTANTS

  
BEENA MATHEW FCA  
M.No. 211957 (Partner)  
FRN 000284S





TO WHOMSOEVER IT MAY CONCERN

This is to certify that Mr. Ben Thomas John, Second Year B.Com, SAINTGITS College of Applied Sciences, Pathamuttom P O, Kottayam, Kerala- 686 532 underwent On The Job Training in our firm from 03-05-2018 to 30-05-2018.

During this period he was engaged in various audits and accounting works and was found to be efficient and hard working.

We wish him all the best in future endeavour.

Dated this the 30<sup>th</sup> day of May 2018.

FOR M/s. BIMAL.C.SEKHAR&CO  
CHARTERED ACCOUNTANTS  
FRN 010706 S



CA.BIMAL.C.SEKHAR  
PROPRIETOR  
Meb.No-214372



**RASMY SUSAN & ASSOCIATES**  
Chartered Accountants

Pappalparambil  
Ericadu, Puthuppally  
Kottayam - 686 011  
Mobile : 9446428461  
Mobile : 9496801003  
[rasmysusan@gmail.com](mailto:rasmysusan@gmail.com)

Office:

XIII/247C Jaypee Tower  
Near LIC Building,  
Star Junction, Kottayam-1  
04812568461

02-06-2018

**CERTIFICATE**

This is to certify that Catherine Mariya James, Second year B.Com Student, of SAINTGITS COLLEGE OF APPLIED SCIENCE, Pathamuttam, Kottayam has done the "on the job training" in our firm from 2nd May 2018 to 25th May 2018. The work was done as a part of her curriculum and the commitment shown towards the work is appreciable

Her Conduct and character during the period was good

For RASMY SUSAN & ASSOCIATES  
Chartered Accountants

*Rasmy*

CA RASMY SUSAN ISSAC, B.Com, FCA  
M.No.230767 (Proprietrix)  
FRN 013974S







**RASMY SUSAN & ASSOCIATES**  
Chartered Accountants

Pappalparambil  
Ericadu, Puthuppally  
Kottayam - 686 011  
Mobile : 9446428461  
Mobile : 9496801003  
rasmysusan@gmail.com

Office:

XIII/247C Jaypee Tower  
Near LIC Building,  
Star Junction, Kottayam-1  
04812568461

02-06-2018

**CERTIFICATE**

This is to certify that Catherine Mariya James, Second year B.Com Student, of SAINTGITS COLLEGE OF APPLIED SCIENCE, Pathamuttam, Kottayam has done the "on the job training" in our firm from 2nd May 2018 to 25th May 2018. The work was done as a part of her curriculum and the commitment shown towards the work is appreciable

Her Conduct and character during the period was good

For RASMY SUSAN & ASSOCIATES  
Chartered Accountants

*Rasmy*

CA RASMY SUSAN ISSAC, B.Com, FCA  
M.No.230767 (Proprietrix)  
FRN 013974S



CA. JOSEPH MATHEW  
M/s Joseph Mathew & Co  
Chartered Accountants

Pulimoodu Buildings, "Bank House"  
Near Anaswara Theatre,  
Palace Road, Kottayam-686 001  
Phone : 0481-2581334, 2301053  
Mobile : 9447790459  
E-mail: jmathewfca@gmail.com

22/05/2018.

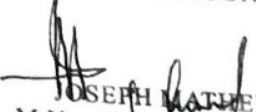
**TO WHOMSOEVER IT MAY CONCERN**

This is to certify that Mr. CHRIS KORAH BIJO, Son of Bijo Philip, residing at Cherickal Purayidathil House, Vadavathoor P.O., Kottayam District, PIN - 686010 was working with me as an Audit Trainee from 23/04/2018 to 16/05/2018. He was discharging various works entrusted to him with due responsibility and to my entire satisfaction. He is hard working and intelligent. His character and conduct is also excellent.

I wish him all success in the days to come.

JOSEPH MATHEW & CO.  
Chartered Accountants  
Pulimoodu bldg. (Bank House)  
Palace Road, Kottayam-1  
Ph: 0481-2581334, 2301053  
e-mail: jmathewfca@gmail.com

For JOSEPH MATHEW & CO.  
CHARTERED ACCOUNTANTS

  
JOSEPH MATHEW  
M.No. 024191 (Proprietor)  
FRN 001389S

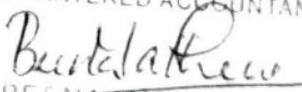
CERTIFICATE

This is to certify that Mr.Dennis John, S/o. Mr.Madhu .P.John, Merry Villa, Aymanam.P.O, Kottayam ,Kerala-686015 persuing B.com degree Course at Saintgits College of Applied Sciences, Kottukulam Hills, Pathamuttom.P.O, Kottayam, Kerala-686 532, has successfully completed three weeks **on the job training** in accounting and taxation matters at our institution.

We take this opportunity to wish him all success in his career.

Place: Kottayam ,  
Date: 18-05-2018

For AYYAR AND CHERIAN  
CHARTERED ACCOUNTANTS

  
BEENA MATHEW FCA  
M.No. 221957 (Partner)  
FRN 000284S





# BEJOY & CO

TAX CONSULTANTS

Room No. 6, Ground Floor, Revenue Tower, Thiruvalla 689101

PH: 0489 2740202 (O)

0481 2471299 @

9495309898

E-mail: bejoythomasstb@yahoo.com

Date: 01/06/2018

## TO WHOMSOEVER IT MAY CONCERN

I, Bejoy Thomas, Tax Consultant, Bejoy & Co, Thiruvalla, Certify that Mr. Gavin Thomas Skariah, S/o Thomas Joji, Erattu (H), Thadiyoor P.O., Pathanamthitta (DST) 689545, has worked under me as a Trainee from 28/04/2018 To 25/05/2018 (Total 27 Days),

The Area in which he was trained are as follows;

1. Scrutinizing and sorting of payment vouchers, receipts, invoices and journal vouchers
2. Journalisation and posting to general Ledger and cash book.
3. Calculation of CGST and SGST amount
4. GST offline Tool Entry Such as GSTR 1, GSTR 4
5. GST online Filing of GSTR 3B and GSTR 1
6. Other Office Works Such as sorting and filing of Documents

During the period with me Mr. Gavin Thomas Skariah, was found to be Efficient, punctual and an Excellent grasping power with good moral character

I wish him all success in his future career and life



BEJOY THOMAS

**BEJOY THOMAS**  
**BEJOY & CO.**  
Tax Consultants  
Revenue Tower, Thiruvalla



## The Kerala Minerals and Metals Ltd.

(A Govt. of Kerala Undertaking)

(An ISO 9001:2008, ISO 14001:2004, A & A 8000 Certified Company)

SANKARAMANGALAM, CHAVARA-691 583

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E-mail kmmliamd3@vsnl.net.in, URL www.kmmml.com



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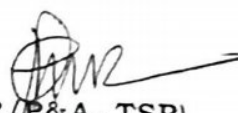
TP/PD/T-14/18  
03.07.2018

## CERTIFICATE

This is to certify that **Mr. Issac Rajan**, B.Com student of Saintgits College of Applied Sciences, Pathamuttom, Kottayam has undergone "**INTERNSHIP**" in the Titanium Dioxide Pigment Unit of the Company, Chavara from **03.05.2018 to 30.05.2018**.

He was found to be an industrious and motivated person with good conduct and character during the entire training period.



  
M (PR/P&A- TSP)

K.M. ANIL MUHAMMED  
Manager (P. R / P&A-TSP)  
The Kerala Minerals and Metals Ltd.  
Sankaramangalam, Chavara-691583, Kollam, Kerala.

**Kitchenmate**

شركة حسين جواهر لاجهزة ومعدات الفنادق والمطاعم ذ.م.م.  
HUSSAIN JOWHAR Hotel & Catering Equipment Supplies Co. W.L.L.

Date: 28-05-2018

TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Mr. Jijil Biju Mathew** studying at Saintgist College of Applied Sciences, Pathamuttom, Kottayam, Kerala, has completed his B.com Taxation internship of 1 month with Hussain Jowhar Co. W.L.L, Kuwait.

He was sincere in his work with honest and qualified approach. We are highly satisfied with his work.

We wish him all the best for a bright future.

Regards,

Pattiyankal Abraham Thomas  
[Managing Director]





**SONY MATHEW B.COM FCA**

**Chartered Accountant**  
**Aryattuparampil Bldg**  
**Sastri Road,**  
**Kottayam - 686001**  
**Ph : 0481 2567048**  
**94470 33703**


**Date : 19.05.2018**

Jithin Thomas John  
Swapna (H)  
Sachivothamapuram P.O  
Kottayam- 686 532

**CERTIFICATE**

This is to certify that Jithin Thomas John, Swapna House, Sachivothamapuram P.O., Kottayam has undergone project training under me during the period 24.04.2018 to 19.05.2018

His performance during the period was satisfactory

  
**SONY MATHEW**  
Chartered Accountant



# C.C.KURIAKOSE & CO.

CHARTERED ACCOUNTANTS  
KURISINMOOTTIL BUILDINGS  
NEAR HEAD POST OFFICE, THIRUVALLA - 689 101  
PATHANAMTHITTA, KERALA, INDIA  
Email: anetkuria@yahoo.in

Phone: Office 04692603964  
Mobile: 9447454942

C.C.KURIAKOSE B.Com. F.C.A, DISA (ICAI)

Date: 27.06.2018

To,

The Principal  
Saintgits College of Applied Sciences  
Kottukulam Hills, Pathamuttom P.O  
Kottayam - 686532

## Sub: Completion of On-The-Job Training

Dear Sir/Madam,

We do hereby inform that Ms. Joanna, pursuing B.Com Taxation (Model III) course in your institution, has completed one month On-The-Job Training starting from 1<sup>st</sup> May 2018 till 23<sup>rd</sup> May 2018. She has been given training in the preparation of final accounts of various business enterprises and accounting work in manual and computerized environment using Tally ERP 9 software.

During her tenure, she has been found very hardworking, sincere, and honest. To the best of our knowledge and belief, she has a very good character and conduct.

Yours faithfully,

CA C.C Kuriakose



For C.C. KURIAKOSE & Co.  
CHARTERED ACCOUNTANTS

C.C. KURIAKOSE  
Proprietor  
Membership No. 200370  
FRN. 005238 S  
Kurisimoottil Buildings Thiruvalla



# THE TRAVANCORE - COCHIN CHEMICALS LTD.

(A MAHARAJA REFINEMENTS COMPANY)

P.B. No. 8, UDAYAGAMANDAL P.O., ROOHR - 683 501, KERALA.

CIN:U24200KL1851800001237



NR/PW/1189/2018

08.06.2018

## CERTIFICATE OF INTERNSHIP

This is to certify that Mr. Kevin George Fernandez a student of B. Com (Taxation) from Saintgits College of Applied Sciences, Kottukulam Hills, Pathamuttom P.O., Kottayam - 686 532, has successfully completed an Internship in our company during the period from 23.04.2018 to 23.05.2018. We wish all the best for his future.



  
Shibu S. Dev  
Manager (HR)



**TO WHOMSOEVER IT MAY CONCERN**

This is to certify that Kumari. Lakshmi Omanakuttan, Second year model III B.com student, Saintgits College of Applied Sciences, Pathamuttam, Kottayam, Kerala- 686 532 underwent On The Job Training in our firm from 25/04/2018 to 25/05/2018.

During this period she was engaged in various audits and accounting works and was found to be efficient and hard working.

Dated this the 04<sup>th</sup> day of June 2018.



For RIJESH CHIRATHILATTU & ASSOCIATES  
CHARTERED ACCOUNTANTS  
  
CA. Rijesh Chirathilattu B.Sc., FCA, DISA(ICA)  
M. No. 200912 (Proprietor), FRN 008941S

# Akshada Chits and Kureis Pvt Ltd

Reg. No. U65999KL2016 PTC047446

Reg. Office: Building No. 1462, Opp. Seematti

K.K.Road, Kottayam-686 001.

0481-2585230, Mob: 9946103568

Ref:

Date:.....

## CERTIFICATE

This is to certify that Miss. Liya Anu Varghese, D/o. Mr. C.A. Varghese, Chakkala kuzhiyil House, Velloor. P.O., Pampady, Kottayam- 686501 persuing Bcom degree Course at Saintgits College of Applied Sciences, Kottukulam Hills, Pathamuttam. P.O., Kottayam, Kerala 686532 has successfully completed three weeks on the job training in accounting and taxation matters at our institution.

We take this opportunity to wish her all success in her career.

Place : Kottayam

Date : 21.05.2018



For AKSHADA CHITS & KURIES PVT. LTD.

Managing Director

C.A. Varghese



CERTIFICATE

This is to certify that Miss Lizbath Vincent, D/o. Mr. Vincent Chacko, Nedumchira House, S.H.Mount.P.O, Kottayam -686006 persuing B.com degree Course at Saintgits College of Applied Sciences, Kottukulam Hills, Pathamuttom.P.O, Kottayam, Kerala-686 532, has successfully completed three weeks **on the job training** in accounting and taxation matters at our institution.

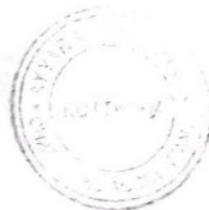
We take this opportunity to wish her all success in her career.

Place: Kottayam ,  
Date: 18-05-2018

For AYYAR AND CHERIAN  
CHARTERED ACCOUNTANTS

*Beena Mathew*

BEENA MATHEW FCA  
M.No. 221957 (Partner)  
FRN 000284S







# ANAND INFRAEQUIP LLP

Hires of : Air compressor, Crawler Cranes, Piling Rigs, Drills, DG Set, Excavator, Soil, Tandem & PTR Roller, Motor Grader, Dozers, Sensor Pavers, Bobcat Loaders, etc.

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Fax : +91-11-25419034, Mobile : +91-9818146468, +91-9810101911  
E-mail : info@aircompressorhire.com, Website : www.anandinfraequip.com

Date: 5<sup>th</sup> June, 2018

TO WHOM IT MAY CONCERN

This is to certify that Ms. Lorrain Wilson, Student of St. Gits College of Applied Science had worked with us as a Trainee Accountant for one month from 02.05.18 to 01.06.18. During the time we found that she is hard working and willing to learn the accounting procedures.

We wish her all success in her future carrier.

Best regards,

For Anand Infraequip LLP

Ajay Jain  
Manager (Accounts)





AMERICANA

COMPUTER SYSTEMS LLC  
أمريكانا لأنظمة الكمبيوتر ذ.م.م.



Interetek



UKAS

03 June 2018

Abu Dhabi.

### To Whom it may concern

This is to certify that Ms. Maria Sarah Paul , Student St. Gits College of Applied Science. has been was worked with us as trainee Accountant for One month from May 1-31 , 2018, ( one month ) During the time we found her hard working and willing learn the accounting procedures.

We wish her all success in her future carrier.

Best Regards,

Kariyil Varkey John  
Accounts & Admin. Manager



AMERICANA  
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AMERICANA  
COMPUTER SYSTEMS LLC  
أمريكانا لأنظمة الكمبيوتر ذ.م.م.



03 June 2018  
Abu Dhabi.

To Whom it may concern

This is to certify that Ms. Maria Sarah Paul, Student St. Gits College of Applied Science. has been worked with us as trainee Accountant for One month from May 1-31, 2018, ( one month ) During the time we found her hard working and willing learn the accounting procedures.

We wish her all success in her future carrier.

Best Regards,

Kariyil Varkey John  
Accounts & Admin. Manager



AMERICANA  
COMPUTER SYSTEMS LLC  
أمريكانا لأنظمة الكمبيوتر ذ.م.م.





P. T. BASTIN B. Com., F. C. A.  
CHARTERED ACCOUNTANT

GOOD SHEPHERD COMPLEX,  
GOOD SHEPHERD ROAD, KOTTAYAM-1  
PHONE: 2560033, 2303033 (O)  
MOBILE: 9447070274, 2570274 (R)  
E-mail: ca.ptbastin@gmail.com  
ptbastin2017@gmail.com

31<sup>ST</sup> May 2018

TO WHOM SO EVER IT MAY CONCERN

This is to certify that Mr. MATHEW GEORGE SRAMBICKAL, Srambickal House, Muttambalam P.O, Kottayam-686004, Kerala was working with me as an Audit Assistant from 30<sup>th</sup> April 2018 to 31<sup>st</sup> May 2018.

During his service with me he has successfully attended to my professional engagements.

He is an efficient, honest and hardworking young man bearing a good character and morale.

  
P.T BASTIN B.Com , F.C.A  
CHARTERED ACCOUNTANT  
Membership No 022597



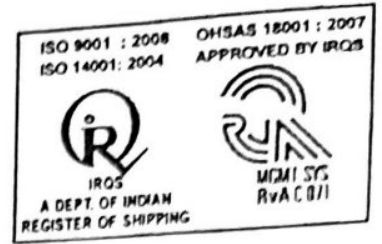


# THE TRAVANCORE - COCHIN CHEMICALS LTD.

(A KERALA GOVERNMENT COMPANY)

P.B. No. 4, UDYOGAMANDAL P.O., KOCHI - 683 501, KERALA.

CIN:U24299KL1951SGC001237



HR/PW/ 1189/2018

08.06.2018

## CERTIFICATE OF INTERNSHIP

*This is to certify that Mr. Mathew Philip a student of B. Com (Taxation) from Saintgits College of Applied Sciences, Kottukulam Hills, Pathamuttom P.O., Kottayam - 686 532, has successfully completed an Internship in our company during the period from 23.04.2018 to 23.05.2018.*

*We wish all the best for his future.*



Shibu S. Dev  
Manager (HR)

M J Thomas & Co.  
Chartered Accountants  
Sunshine, T.M.M. Hospital Road,  
Tiruvalla - 689101, Kerala, India.  
Phone: 04692602571,  
Mobile: 09447151571



camjthomas@gmail.com

08-06-18

The Principal,  
Saintgits College of Applied Sciences,  
Pathamuttom,  
Kottayam 686532.

Sub: On the Job Training for second year Model III B.Com.

Sir,

This is to confirm that Miss. Namitha Sebastian has successfully completed on the job training during the month of May 2018. She was also involved in assisting us during work at client office.

We found her to be quite efficient and hardworking.

We wish her all success.

Thanking you,

Yours faithfully,

For M. J. THOMAS & Co.  
Chartered Accountants

Ian Thomas M., Partner  
No. 214091  
FRN: 004409S







# A V F & ASSOCIATES

CHARTERED ACCOUNTANTS

CA. Anoop.V.Francis - Mobile No : 00-91-9895551922 : 00-91-8547751922

1st Floor Manies Building  
Bypass Road Ottupara  
Kumaranellur P O, Wadakkanchery  
Thrissur, Kerala, India - 680590

25.05.2018

TO,

The Principal  
Saintgits College Of applied Sciences  
Kottukulam Hills  
Pathamuttam P O  
Kottayam - 686532

**Sub: Completion of On -The -Job Training**

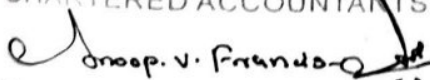
Dear Sir/Madam,

We do hereby inform that Ms. R. Ambily, pursuing B.COM Taxation (Model III) course in your institution, has completed one month On-The-Job Training starting from 25<sup>th</sup> April 2018 till 25<sup>th</sup> May 2018. She has been given training in the preparation of final accounts of various business enterprises and accounting work in manual and computerized environment using TALLY ERP 9 software.

During her tenure, she has been found very hardworking, sincere, and honest. To the best of our knowledge and belief, she has a very good character and conduct.

Yours faithfully,

For A V F & ASSOCIATES  
CHARTERED ACCOUNTANTS

  
Anoop V. Francis

CA. ANOOP V. FRANCIS (Proprietor)  
Membership No : 228776  
Firm Registration No : 0156315



Ph:9388456729

**ABS Associates**  
**Tax Consultants & Accountants**

TO

01/06/2018

THE PRINCIPAL,

SAINTGITS COLLEGE OF APPLIED SCIENCE,

PATHAMUTTOM P.O.

KOTTAYAM, KERALA 686532

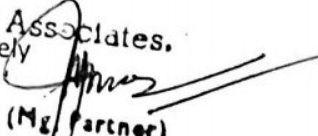
DEAR SIR,

SUB: Certificate of On-The -Job training for second year model ||| B.Com student.

This is to certify that Mr. RINJU P CHACKO has completed his OJT (One The Job training) in our firm for the period from 31/04/2018 to 29/05/2018 (22 days) as requested by Department of Commerce, Saintgits college of Applied Science Kottayam.

During the course of his training he provided himself to be a sincere and hard worker. We wish him all success in his future endeavors.

Thanking you  
For ABS Associates.  
Yours sincerely

  
Benny. P.V. (Mg. Partner)

P.V BENNY

Room-38, 1<sup>st</sup> floor, Revenue Tower, Chanaganacherry-686101



**K. VENKATACHALAM AIYER & Co.**  
**CHARTERED ACCOUNTANTS**

No. 17/1, 17/2, 17/3, Second Floor  
ADITHYAN COMMERCIAL BUILDING  
Near Axis Bank, Nagercoil Road,  
KOTTAYAM - Kerala - 686 001

Tel : (0491) 2544794, 2501121 & 2501457  
Email : kvenkatam@gmail.com  
kvenkatam@kvenkatam.com

01-06-2018

**TO WHOMSOEVER IT MAY CONCERN**

This is to certify that Mr. A.K. Sidharth, Second year Model III B.Com Student of Saintgits College of Applied Sciences, Pathamuttom P.O., Kottayam 686532 has worked in this office in-connection with "On the job training" as part of his curriculum from 01-05-2018 to 31-05-2018. During his training in our office, he was very punctual and hardworking.

We wish him all the success and a bright future.

For K. Venkatachalam Aiyer & Co  
Chartered Accountants  
Firm Reg. No. 004610S



CA. M.G. Suresh Kumar FCA, DISA (ICA)  
Partner/Membership No. 212795



CA

**C. NARAYANA SWAMY BSc FCA**  
Chartered Accountant, Thekkumgopuram, Kottayam 686001  
Tel No: 9447138215, Email: tvpnana@gmail.com

30<sup>th</sup> May 2018

The Principal  
Saintgits College of Applied Sciences  
Pathamuttam  
Kottayam

Sub: Completion of On-The-Job Training

Dear Sir

We do hereby inform that Miss. Tanya Susan George, pursuing Bcom Taxation [Model III] course in your institution, residing at Madathirampil House, Vakathanam PO, Kottayam has completed one month On-The-Job-Training starting from 23<sup>rd</sup> April 2018 to 28<sup>th</sup> May 2018. She has been given training for the preparation of books of accounts of various enterprises manually and in computerized environment and its finalization.

During her tenure, she has been found very hardworking, sincere, dedicated and honest. To the best of my knowledge and belief, she has a very good character and conduct.

I wish her for a bright future

Yours truly

C. Narayana Swamy BSc FCA (M No: 205688)  
Chartered Accountant  
Thekkumgopuram, Kottayam-1





*M. T. Mathew*  
CHARTERED ACCOUNTANT

B.com., FC.A. DISA (ICAI)

## TO WHOMSOEVER IT MAY CONCERN

I, C.A Mathew M.T, a fellow member of the Institute of Chartered Accountants of India, Membership No: 030685 certify that Mr. Vivan George , S/o Vinoj K George, Vakkaparambil house, Kollad P.O, Kottayam 686 004 has worked under me as a trainee from 21/04/2018 To 31/05/2018 ( Total 27 Days , Excluding the leave days between 2018 May 07<sup>th</sup> To May 15<sup>th</sup> and public holidays).

The areas in which he was trained are as follows;

1. Preparation of payment vouchers, receipts, invoices and journal vouchers.
2. Journalisation and posting to General Ledger.
3. Preparation of Trial Balance and Financial Statements such as
  - a) Profit and Loss Account / Income and Expenditure Account.
  - b) Balance Sheet and all related schedules.
4. Preparation and e-filing of Income Tax Returns and GST Returns.
5. Internal Audit of Partnership firms & Companies.

During the above period with me Mr. Vivan George, was found to be hardworking, punctual and he bears an excellent grasping power with good moral character.

I wish him all success in his future endeavour.

CA.MATHEW.MT

Place: KOTTAYM

Date: 01/06/2018





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# SAINTGITS

COLLEGE OF APPLIED SCIENCES

KOTTAYAM, KERALA, INDIA

## JOBWAY

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POST GRADUATE DEPARTMENT OF  
COMMERCE

B. COM – COMPUTER APPLICATIONS BATCH 2016-19

UNDER THE GUIDANCE & SUPERVISION OF

**LR. DAVID JOSEPH**



# CONTENT

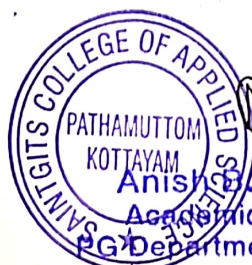
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*David Joseph*



*Anish B. Bhaskaran*  
Academic Coordinator  
Department of Commerce

*Prof M.C. JOSEPH*  
Principal

Saintgits College of Applied Sciences  
Pathamuttom, Kottayam 686 532



CIAL/HR-30D

29 May 2018

### **CERTIFICATE**

*This is to certify that Mr. Georgy Roy Zachariah, B.Com student of SAINTGITS College of Applied Sciences, Kottukulam Hills, Pathamuttom P.O., Kottayam District – 686 532, has done a Project on "A study on Financial Statement Analysis at Cochin International Airport Limited, Kochi", in the Finance Department of the Company, as part of partial fulfilment of the requirements of his academic curriculum. The duration of the Project was for a period of one month from 24<sup>th</sup> April 2018.*

*AV*

  
**JAYARAJAN V**  
**HEAD (HR)**



S. CHANDRASEKARAN, B.com., F.C.A.  
P.R. VENKATESWARAN, B.Sc., F.C.A., DISA (ICAI)  
B. GANESH, M.F.M., F.C.A., DISA (ICAI)  
P.V. DINESH, B.com., F.C.A., CISA  
M. GOPINATHAN, B.Sc., F.C.A.

SEKARAN & VENKATESH  
CHARTERED ACCOUNTANTS

31.05.2018

**TO WHOMSOEVER IT MAY CONCERN**

Sub: Completion of On-The-Job Training

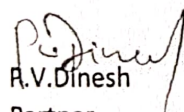
Dear Sir/Madam,

We do hereby inform that Ms. E.C. Sneha , pursuing B.Com Computer Applications (Model III) course in Saintgits College of Applied Sciences, Kottayam, has completed one month On -The- Job Training starting from 2<sup>nd</sup> May 2018 till 30<sup>th</sup> May 2018. She has been given training in Accounting work in manual and computerized environment using Tally ERP 9 software and preparation and filing of GST Returns of various business enterprises.

During her tenure, she has been found very hardworking, sincere, and honest. To the best of our knowledge and belief, she has a very good character and conduct.

Yours faithfully,

For Sekaran & Venkatesh  
Chartered Accountants

  
R.V. Dinesh  
Partner



**Generations Data Systems**

Ampurans Bldg., Erayilkadavu,  
Kottayam 686 001, Kerala  
Ph: +91 481 2304477, 3244477  
www.gdsindia.in

Ref: GDS/CT-180601

4<sup>th</sup> June 2018.

To,

The Principal  
Saintgits College of Applied Sciences  
Kottukulam Hills, Pathamuttom P.O.  
Kottayam, Kerala.

**On-The-Job Training Completion Certificate**

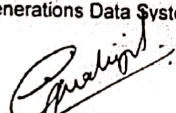
Dear Sir,

This is to certify that Ms. Ashna Calvin Abraham, the second year B.Com student of your institution has completed one month on-the-job training starting from 2<sup>nd</sup> May 2018 till 2<sup>nd</sup> June 2018. She has given training in various accounting packages developed by us for different type of business houses.

During the period, we found her to be well disciplined, sincere, hardworking, efficient & honest. Her character and conduct is very good.

Truly,

For Generations Data Systems

  
Cyriac Joseph Maliyil,  
Chief Executive Officer.







GEORGE VERGHESE  
B.COM, FCA, DISA (ICAI)

GEORGE VERGHESE  
ASSOCIATES  
CHARTERED ACCOUNTANTS

24<sup>th</sup> May 2018

EXPERIENCE CERTIFICATE

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Ms. Anina B Kottaram, D/O Mr. Biji k Varkey, has undergone an internship at our office starting from 24<sup>th</sup> April 2018 to 24<sup>th</sup> May 2018. During the period she has been given practical training on areas of auditing, accounting and general idea on the work at a Chartered Accountant's office.

During the period of training with us, the work assigned to her was done sincerely. We wish her all the best in her future endeavours.

GEORGE VERGHESE & ASSOCIATES  
CHARTERED ACCOUNTANTS  
FRN. 008553 S  
  
PROPRIETOR  
GEORGE VERGHESE FCA., DISA (ICAI)  
M.N. 208259

**midas**

**TREADS (INDIA) PRIVATE LIMITED**



Registered Office :

MIDAS MARKETING BUILDING  
VARISSERY JN., MARIATHURUTHU P.O.  
KOTTAYAM - 686 017, KERALA, INDIA  
PHONE : 91 - 481 - 2561215  
FAX : 91 - 481 - 2561155  
E-mail : midas@vsnl.com  
Website : www.midastreads.com  
CIN: U25199KL1997PTC024585

31<sup>st</sup> May, 2018.

**CERTIFICATE**

This is to certify that Ms. ANNUMOL KURIAKOSE B.Com  
(Student) of SAINTGITS COLLEGE OF APPLIED  
SCIENCES has Successfully Completed the "ORGANIZATION  
STUDY" in our Organisation during 2<sup>nd</sup> May 2018 to 31<sup>st</sup> May 2018.

During the period we found that she is very punctual and taking keen  
interest in her assignments and we wish her all success.

For MIDAS TREADS (INDIA) PRIVATE LIMITED.

  
AUTHORISED SIGNATORY



Factory : Vazhoor (E), Kottayam - 686 504, Tel. 0481-2458999, 2459300



Room No: 22  
3<sup>rd</sup> Floor, Revenue Tower  
Thiruvalla, Kerala - 689101  
9809201002, 8075941640  
vijihari1977@gmail.com

## Accounts Society of Travancore

Date: 02/06/2018

### TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Mr. Ciril Varghese Chacko**, Kuntharayil (H), Kalllooppara P. O, Thiruvalla, Pathanamthitta Dist, Kerala, PIN-689583 has been working as an On The Trainee in our firm from **25<sup>th</sup> April 2018 to 01<sup>st</sup> June 2018**.

During this period we have found him absolutely committed to his duties. He has performed his duties up to our satisfaction. This certificate is issued on his record with us.

We wish all success in his future endeavors.

For Accounts Society of Travancore,



**Harikumar. R**  
**M.Com, ACA**

**HARI KUMAR R.**  
Sales Tax & Income Tax Consultant  
Reg.No: 1975106  
Third Floor, Revenue Tower

Account Society of Travancore  
Reg. No: PTM/TC/48/2014  
Revenue Tower, Thiruvalla - 689 101



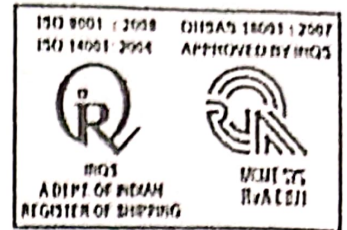


# THE TRAVANCORE - COCHIN CHEMICALS LTD.

(A KERALA GOVERNMENT COMPANY)

P.B. No. 4, UDYOGAMANDAL P.O., KOCHI - 683 501, KERALA.

CIN:U24299KL1951SGC001237



HR/PW/1254/2018

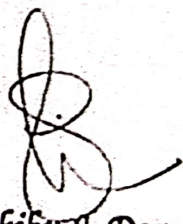
18.06.2018

## CERTIFICATE OF INDUSTRIAL TRAINING

*This is to certify that Mr. Christy Biby Cherian a student of B. Com from Saintgits College of Applied Sciences, Kottukulam Hills, Pathamuttom P.O., Kottayam - 686 532, has successfully completed an Internship in our company during the period from 16.05.2018 to 16.06.2018.*

*We wish all the best for his future.*



  
**Shibu S. Dev**  
Manager (HR)





**THE TRAVANCORE - COCHIN CHEMICALS LTD.**

(A KERALA GOVERNMENT COMPANY)

P.B. No. 4, UDYOGAMANDAL P.O., KOCHI - 683 501, KERALA.

CIN:U24299KL1951SGC001237



HR/PW/ 1199/2018

09.06.2018

**CERTIFICATE OF INTERNSHIP**

*This is to certify that Mr. Alen Devasia a student of B. Com from Saintgits College of Applied Sciences, Kottukulam Hills, Pathamuttom P.O., Kottayam - 686 532, has successfully completed an Internship in our company for a period of one month from 02.05.2018.*

*We wish all the best for his future.*



  
**Shibu S. Dev**  
Manager (HR)





The Department of Commerce,  
SAINTGITS College of Applied Science  
Pathamuttom P.O.,  
Kottayam.

### INTERSHIP CERTIFICATE

It is hereby certified that Ms. Helen Maria Oommen, D/o. Mr. P.A. Oommen, Pulipra House, Vennikulam P.O., Memala, Pathanamthitta District, Kerala, has undergone internship with our firm during the period from 2<sup>nd</sup> May, 2018 to 31<sup>st</sup> May, 2018.

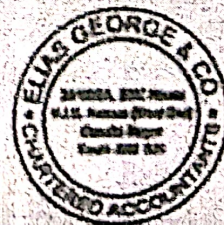
During the period of her service with us, she gained basic experience in Computerised Accounting and basics in Auditing.

She was found to be very diligent, reliable and honest.

Kochi - 682 020,  
31.05.2018

For ELIAS GEORGE & CO.  
CHARTERED ACCOUNTANTS  
Firm Regn. No. 000801S

  
VAIBHAV. T. VED  
Partner  
M. No. 235912







TO WHOMSOEVER IT MAY CONCERN

This is to certify that Kumari .Cilla Kuriakose, Second year model III B.com student, Saintgits College of Applied Sciences, Pathamuttam, Kottayam, Kerala- 686 532 underwent On The Job Training in our firm from 25/04/2018 to 25/05/2018.

During this period she was engaged in various audits and accounting works and was found to be efficient and hard working.

Dated this the 04<sup>th</sup> day of June 2018.



For RIJESH CHIRATHILATTU & ASSOCIATES  
CHARTERED ACCOUNTANTS

CA. R. R. Chirathilattu B.Sc., FCA, DISA (ICAI)  
M.No: 205912 (Proprietor), FRN 0089415



TO WHOMSOEVER IT MAY CONCERN

This is to certify that Kumari. Alswarya Suresh, Second year model III B.com student, Saintgl college of Applied Sciences, Pathamuttam, Kottayam, Kerala- 686 532 underwent On The Job training in our firm from 25/04/2018 to 25/05/2018.

During this period she was engaged in various audits and accounting works and was found to be efficient and hard working.

Dated this the 04<sup>th</sup> day of June 2018.



FOR RAMESH CHIRATHATTU & ASSOCIATES  
CHARTERED ACCOUNTANTS  
CA. RAMESH CHIRATHATTU & ASSOCIATES  
17-A, KOTTAYAM, KERALA, PIN 686 532



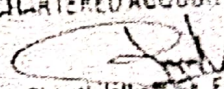


**TO WHOMSOEVER IT MAY CONCERN**

This is to certify that Kumari.Feni Anna Vinod, Second year model III B.com student, Saintgits College of Applied Sciences, Pathamuttam, Kottayam, Kerala- 686 532 underwent On The Job Training in our firm from 25/04/2018 to 25/05/2018.

During this period she was engaged in various audits and accounting works and was found to be efficient and hard working.

Dated this the 04<sup>th</sup> day of June 2018.

For RIJESH CHIRATHILATTU & ASSOCIATES  
CHARTERED ACCOUNTANTS  
  
CA Rishabh Chirathilattu, FCA, DISA/ICAI  
M.No-205512(Promoter), FRN 0033415







30/05/2018

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Ms. Ashna Mary Sunny, student of Saintgits College of Applied Science, Kottayam has successfully completed her Internship Programme at Hedge Equities Ltd, Ernakulam from 30<sup>th</sup> April 2018 to 30<sup>th</sup> May 2018.

During the period of internship she was found punctual, hardworking and inquisitive.

We wish her all the best for future endeavors.

For Hedge Equities Ltd

Departmental Head





P. T. BASTIN B. Com., F. C. A.  
CHARTERED ACCOUNTANT

GOOD SHEPHERD COMPLEX  
GOOD SHEPHERD ROAD, KOTTAYAM-1  
PHONE: 2560033, 2303033 (A)  
MOBILE 9447070274, 2570274 (R)  
E-mail: ca.ptbastin@gmail.com  
ptbastin2017@gmail.com

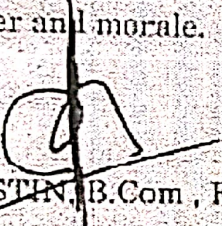
31<sup>ST</sup> May 2018

TO WHOM SO EVER IT MAY CONCERN

This is to certify that Mr. CYRIAC JOSE, Kelachandra House, Chingavanam P.O, Kottayam-686531, Kerala was working with me as an Audit Assistant from 30<sup>th</sup> April 2018 to 31<sup>st</sup> May 2018.

During his service with me he has successfully attended to my professional engagements.

He is an efficient, honest and hardworking young man bearing a good character and morale.

  
P.T BASTIN, B.Com, F.C.A  
CHARTERED ACCOUNTANT  
Membership No 022597







The Department of Commerce,  
SAINTGITS College of Applied Science,  
Pathamuttom P.O.,  
Kottayam.

**INTERNSHIP CERTIFICATE**

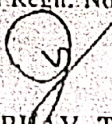
it is hereby certified that Ms. Induja Saju, D/o. Mr. Sajumon K.S., Kolialackal House,  
Puthuppally P.O., Kottayam District, Kerala, India has undergone internship with our firm  
during the period from 2<sup>nd</sup> May, 2018 to 31<sup>st</sup> May, 2018.

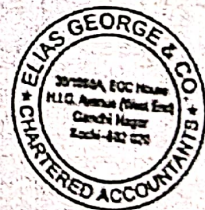
During the period of her service with us, she gained basic experience in **Computerised  
Accounting and basics in Auditing.**

She was found to be very diligent, reliable and honest.

Kochi - 682 020,  
31.05.2018

For ELIAS GEORGE & CO.  
CHARTERED ACCOUNTANTS  
Firm Regn. No. 000801S

  
VAIBHAV. T. VED  
Partner  
M. No. 235912







GEORGE VERGHESE  
B.COM, FCA, DISA (ICAI)

GEORGE VERGHESE  
ASSOCIATE  
CHARTERED ACCOUNTANT

24<sup>th</sup> May 2018

EXPERIENCE CERTIFICATE

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Ms. Anina B Kottaram, D/O Mr. Biji k Varkey, has undergone an internship at our office starting from 24<sup>th</sup> April 2018 to 24<sup>th</sup> May 2018. During the period she has been given practical training on areas of auditing, accounting and general idea on the work at a Chartered Accountant's office.

During the period of training with us, the work assigned to her was done sincerely. We wish her all the best in her future endeavours.

GEORGE VERGHESE & ASSOCIATES  
CHARTERED ACCOUNTANTS  
FRN. 008563 S

PROPRIETOR  
GEORGE VERGHESE FCA, DISA (ICAI)  
M.N. 208269



**Elias George & Co.**  
Chartered Accountants



38/1968A, EGC House, H.I.G Avenue  
Gandhi Nagar, Kochi - 682 020  
Kerala, India Phone : 0484 - 2204008  
2206648 Fax : 0484 - 2204008  
Email : eliasgeorge@asianetindia.com

The Department of Commerce,  
SAINTGITS College of Applied Science  
Pathamuttom P.O.,  
Kottayam.

**INTERNSHIP CERTIFICATE**

It is hereby certified that Ms. Anjana Suresh, D/o. Mr. P. Suresh Babu, Tharayasseril House, Eraviperoor P.O., Thiruvalla, Pathanamthitta District, Kerala, has undergone internship with our firm during the period from 2<sup>nd</sup> May, 2018 to 31<sup>st</sup> May, 2018.

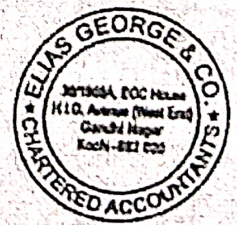
During the period of her service with us, she gained basic experience in Computerised Accounting and basics in Auditing.

She was found to be very diligent, reliable and honest.

Kochi - 682 020,  
31.05.2018

For ELIAS GEORGE & CO.  
CHARTERED ACCOUNTANTS  
Firm Regn. No. 000801S

VAIBHAV. T. VED  
Partner  
M. No. 235912







**TO WHOMSOEVER IT MAY CONCERN**

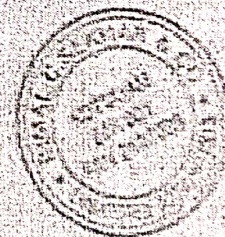
This is to certify that Mr. Abel Vinod, Second Year B.Com, SAINTGITS College of Applied Sciences, Pathamuttom P.O., Kottayam, Kerala- 686 532 underwent On The Job Training in our firm from 03-05-2018 to 30-05-2018.

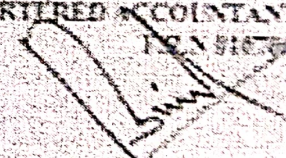
During this period he was engaged in various audits and accounting works and was found to be efficient and hard working.

We wish him all the best in future endeavour.

Dated this the 30<sup>th</sup> day of May 2018.

FOR M. & BIMAL C. SEKHAR & CO  
CHARTERED ACCOUNTANTS  
THIRUVANANTHAPURAM



  
CA BIMAL C. SEKHAR  
PROPRIETOR  
MCA No-214372



Date: 29<sup>th</sup> May 2018

To  
The Principal  
Saintgits College of Applied Sciences  
Kottukulam Hills, Pathamuttom P.O.  
Kottayam 686532

Sub: Completion of On-the Job Training

Dear Sir,

We do hereby confirm that Ms. Feba Thankam Mathew, pursuing B.COM with Computer Application course in your institution, has completed one month on the job training starting from 29<sup>th</sup> of April till 28<sup>th</sup> of May 2018. She has been given training in the preparation of final accounts of various business enterprises, accounting and auditing related work in manual and computerized environment using accounting software.

This certificate is issued upon her request.

Thanking You

Yours faithfully,

Dr. Shaji K. K. Kottayam  
Managing Director

