

DATE: 20-November-2025

Subject: Internship Joining Confirmation Letter

Dear **Nikitha Chava**,

We are delighted to welcome you to **Zoblik International** as an intern in the **MySQL Internship Program**. This letter confirms your enrolment in our internship program **starting from today**, and we couldn't be more excited to have you as part of our innovative and fast-growing team!

Internship Details:

- **Duration:** 3 Months
- **Role:** MySQL Intern
- **Program Name:** MySQL Internship Program
- **Mode:** 100% remote

Key Expectations and Rules:

- **Punctuality:** You are expected to **submit your assignments** on time. Late submissions may delay your learning process and hinder your progression in the internship.
- **Communication:** Always stay in touch with your team and **report progress regularly**. If you're facing difficulties, reach out for support in advance to ensure smooth project delivery.
- **Professionalism:** Maintain a professional and respectful approach in all communications and interactions with team members, mentors, and other interns.
- **Collaboration:** While the internship is remote, you'll be part of a dynamic, collaborative team. Participation in group tasks is encouraged to gain broader exposure and experience.
- **Initiative:** We value creativity and initiative! Top-performing interns will be recognized and may have the chance to step into **Team Lead** roles, take on additional responsibilities, or even be selected as our **Campus Ambassador**.

Benefits:

- **Certificate of Completion** upon successfully finishing your internship.
- The potential to earn a **Letter of Recommendation (LOR)** based on exceptional performance.
- Opportunities to work closely with our team on **cutting-edge AI technologies** and projects that will build your resume and skill set.

General Guidelines:



<http://www.zoblik.com>



info@zoblik.in



1. **Attendance:** Although the program is remote, we expect you to adhere to the timeline and schedule set for assignments.
2. **Feedback:** Constructive feedback will be provided regularly to ensure you are learning and improving. We encourage you to embrace this as part of your growth.
3. **Final Project:** A culminating project will be assigned toward the end of the internship. This will be your opportunity to showcase everything you've learned.

Your commitment to the program is essential to your success. We are confident that this internship will be an important milestone in your career and are here to support you every step of the way. If you have any questions regarding your on boarding process or responsibilities, please don't hesitate to reach out to us.

We look forward to your outstanding contributions and are excited to have you on this journey with us!

Best regards,



Yogesh Thakare
HR Head
Zoblik International



<http://www.zoblik.com>



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