

PREPARED FOR

Students Registered for
Campus Placement : 2019-20

PLACEMENT POLICY

IET Lucknow

PREPARED BY

Training and Placement Cell (TPC)
Institute of Engineering and Technology Lucknow
placement@ietlucknow.ac.in

ELIGIBILITY

- The student expected to complete his/her degree by July 2020 is eligible to register.
 - A student can participate in the placement process of a company subjected to the following conditions:
 1. The cell has confirmed his/her registration.
 2. He/ She meets the requirements/eligibility criteria specified
By the company and
By the placement policy
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CLASSIFICATION OF COMPANY -

Classification is based on compensation packages, relationship & past record of recruitment at IET.

- **Core company** : Higher CTC/ Domain specific/ open to specific branch.
- **Generic company** : Mid-Level CTC/ Consultancy/ open to all.
- **Dream company** : Very High CTC/ Varied Topics/ open to all.

TYPES OF CAMPUS DRIVES

- ON campus: Companies come to our campus.
 - OFF campus: Student has to travel to company premise/other specified location for interview process.
 - POOL Campus: Combinations of various college students appear for the campus drive at one location (any college.)
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GUIDELINES AND APPLICATION RULES:

- The role of the Training and Placement Cell (TPC) is of a facilitator and counselor for placement related activities. TPC does NOT guarantee a job.
- There is **no restriction** on applying/appearing in interviews **until the first job** is secured. A student will be considered to have secured a job if his/her name appears in the selection list or an offer letter is received in the TPC.

- The placement facility is available to all the students registered with TPC through the policy *‘One job to one student at the first instance.’*
 - If a student is offered a job , he/she will be de-registered from further placement drives. However, the student is eligible and can register for a recruitment drive in future (in the same company category) only if the company offers a CTC which is **1.5 times** the CTC of previously secured job.
 - Students, however, can register for recruitment drives of the category different from the one he/she has been offered a job in. For example, a student who has secured job in “Generic” company can register himself for recruitment drive of “Core” and “Dream” company (irrespective of the CTC offered in those categories).

- Students must keep their **Identity Card** with them at the time of Pre Placement Talk(PPT)/ Tests/ Group Discussion/ Interviews, and produce the same when asked by the visiting team, their staff or TPC representatives. In no scenario a student will be allowed to take part in these activities without the document.

- Every company has its own selection process, like online test, written test, technical interview, GD, HR Interview etc. It may vary from company to company basis. You should be ready with any of above process /as required.

- Students should have an access of their respective college email id (rollno@ietlucknow.ac.in) and access it on a regular basis to receive official information and updates from TPC.

- Other than PPT and Interview session no student is allowed to contact the company officials(Phone/Email/Social Media) for any purpose without prior permission of the Officer In charge, TPC.

- If a student makes any false claims in his/her resume submitted at TPC, his/her registration at TPC will be cancelled immediately. If the students has already received a job offer, it would be revoked and there would be further disciplinary action as per decision of the Officer in Charge, TPC.

- It is the responsibility of the student to check that he/she meets all the eligibility criteria which might be required at the time of joining (academic, medical, etc.) for the opportunity he/she is applying.
 - Ex-1. If a company requires the applicant to have a CPI of 8.0 at the time of joining, be well assured before applying to that company.
 - **Any sort of indecent behavior during the placement session may lead to cancellation of registration and case would be forwarded to Officer in Charge, TPC for further disciplinary action.**
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PENALTY STRUCTURE

- Student will not be allowed to participate in the selection process of the company for which he/she has missed the PPT .
 - Opting out of the selection process of a company after a student has applied for it is not allowed.
 - Any sort of misbehaviour on the part of students which affects the decorum of the selection process or the reputation of college attracts a severe penalty as per discretion of TPC and as per the severity of the situation. For example, asking inappropriate questions during PPT or Interview.
 - **Cheating in all forms or marking proxies during the selection process is strictly prohibited and those caught indulging in such activities would be debarred from the placement process.** Also note that no concessions in any form shall be provided in such case.
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RULES OF APPLICATION:

- Students are advised to check the background and profile on offer well before applying for the company. Once applied, all aforementioned TPC rules will be in effect.
- **Once applied, application cannot be withdrawn under any condition.**

- Students are required to be well assured of meeting all the required criteria of the company.
 - It is necessary to appear for the test/interview if shortlisted. Absence from such activities may attract severest of actions from TPC. **The defaulter will not receive No objection certificate (NOC) after graduation.**
 - Students under no condition are allowed to solicit details about selection criteria or final selection list from any employer.
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NON ACCEPTANCE DUE TO FURTHER STUDIES:

- If a student does not accept an offer due pursuing higher studies, in this situation the student needs to inform the Placement Cell as soon as possible (latest by March end) along with the letter/offer received by the university.
 - No penalty of any kind will be imposed, if the above is reported to the TPC in the defined timeline.
 - If a student does not inform the Placement Cell regarding his/her decision in person and in writing within the declared time period, then it will be deemed as rejection of the offer & the penalty will be imposed.
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CODE OF CONDUCT:

- At a campus drive event, you should be in **Formal Attire only** and must be in decent look. No jeans, T shirts, floaters, sports shoes will be considered to participate for the campus drive.
 - Students should reach the reporting venue at least atleast 15 minutes the time given in the notice.
 - TPC has all rights to change/modify the policy and blacklist student on grounds of bad conduct. And in situations of dispute, TPC will have the final say.
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Dr Arun Kumar Tiwari
Officer In Charge
Training & Placement Cell, IET