

Institute Placement Policy



GOVT. WOMEN ENGINEERING COLLEGE, AJMER
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Table of Contents

1. Purpose of Placement Policy
2. Aim of the Placement Policy
3. Scope of Placement Policy
4. Placement Process
5. Eligibility conditions
6. Job Offers
7. Student code of Conduct
8. Debarment/Blacklisting grounds for students
9. Conclusion

1. Purpose of the placement policy:

The purpose of this policy is to ensure that placements and internships of registered students of GWEC Ajmer are guided by fair and consistent principles and sound administration so that there is a positive experience and outcome for all stakeholders.

2. Aim of the Placement Policy:

In order to achieve the purpose, this institute placement policy aims to:

- set a clear and transparent framework for the processes related to placements and internships of the students of the institute;
- set out role and responsibility of the students participating in the placement and internship process;
- achieve placement of maximum number of registered students;
- ensure high quality placements in terms of amount of packages and goodwill/brand of the recruiters visiting the institute.

3. Scope of the placement policy:

This policy applies to all students of the institute registered with Placement & Training cell for placement and/or internship. In this context this policy encompasses:

- student registration for placement/internship assistance;
- processes related to providing assistance for placement/internships;

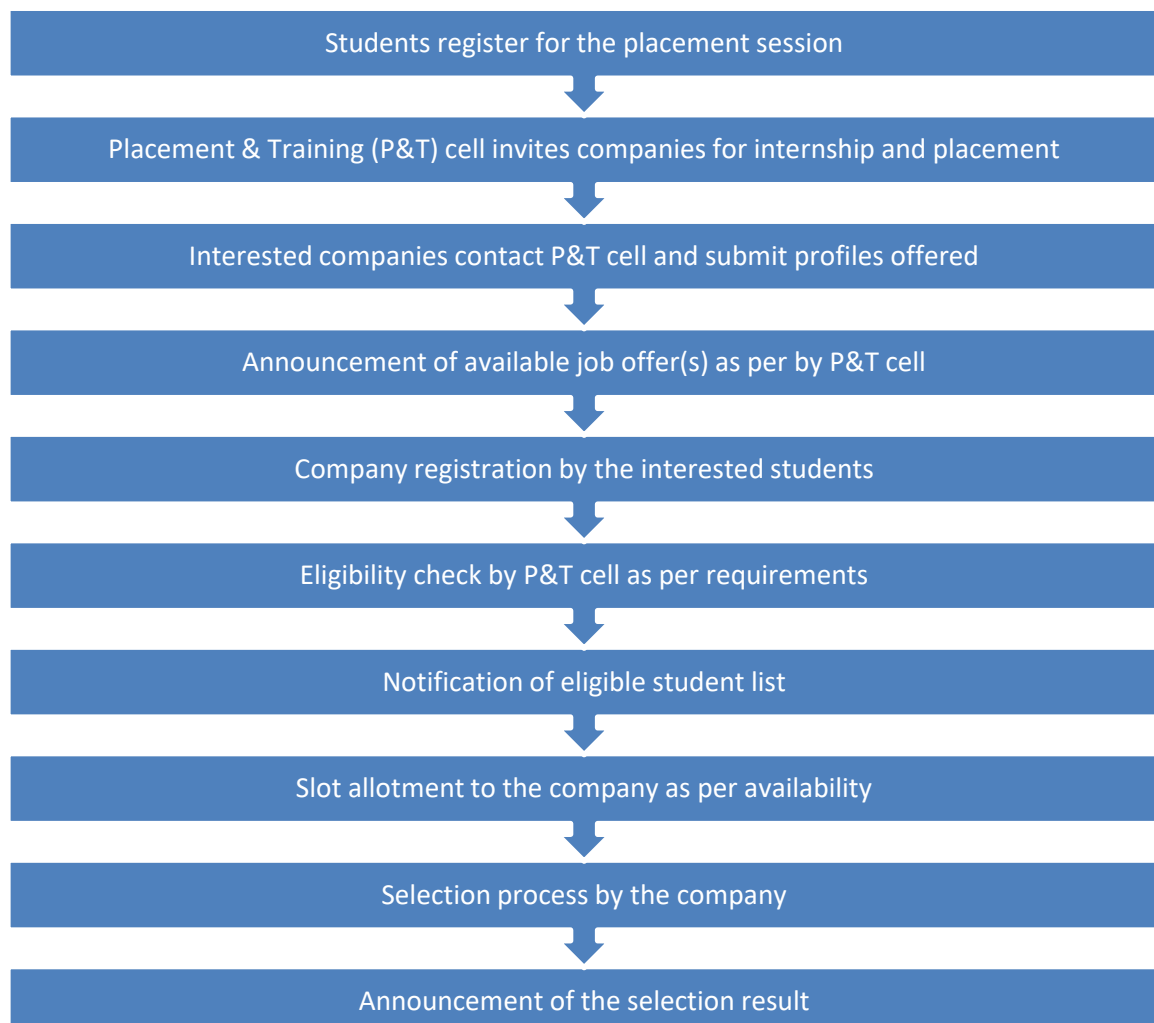
- processes related to facilitation of interaction between students and companies in context of placement and/ or internship

This policy does not apply to:

- internships/ project/ industrial engagements outside the approved curriculum of the program;
- off-campus placement and internship

4. Placement Process:

The placement process for the session shall begin in the month of July/August every year. The process flow for the typical placement/internship shall be as under:



5. Eligibility conditions:

- Final year students are eligible to participate in the placement activities if She meets the requirements/eligibility criteria specified by the Company as well as TPO.
- TPO doesn't allow the students to go for off-campus drives of the companies which are supposed to come GWECA. They can go for off-campus drive of that company if She has not appeared for on-campus drive.
- TPO doesn't allow the students to pay any amount to any agency/mediator for placements.

6. Job Offers:

- a student shall be allowed to go through the selection processes, based on specified criteria, till She secures a job offer.
- students from streams like Electronics & Communication, Electrical and Mechanical will be allowed to sit for campus drive of Core Companies even if they have offers from Software/IT Companies.
- if a student is offered a second job, She must give a letter of regret to the company, which offered the first job and a letter of acceptance to the second.
- a student who has been selected by a company on a package 'X', may be allowed to participate in selection process of one additional company offering a CTC package not less than '1+ X'.
- after accepting a job offer, if any student decides to withdraw his/her acceptance any time during the year, She

must inform the company concerned through the TPO immediately.

- after having accepted a job offer, if a student does not wish to join the company due to genuine reasons such as pursuing higher studies, then the student is bound to inform the TPO and abide by the agreements/bonds they enter into with the company.

7. Student Code of Conduct:

- Students must be formally attired in College Dress Code whenever they participate in any Placement Activity in campus or off campus.
- Students must bring their identity cards with them whenever they go through a placement process in campus or off campus.
- Direct communication of students with the company officials is not allowed.
- Attendance of shortlisted/eligible students in placement drive is mandatory.

8. Debarment/Blacklisting grounds for students:

- Students may be debarred /blacklisted from the placement if She is found involved in any indisciplinary activity or engaged in malpractices practices.
- Students giving wrong data/information in TPO, She will be debarred/blacklisted from the placement activities for the rest of the academic year.
- Students cannot drop out from selection process once She has been shortlisted for further rounds after Aptitude Test.

A disciplinary action will be taken against defaulter student/s.

- Any kind of misbehavior/complaints reported by the company officials/faculty/staff/volunteers will be taken seriously & those evolve will be debarred/ blacklisted from future campus placements.

9. Conclusion:

- TPO aims to provide placement assistance for all final year students. Placement is a privilege extended to the students but can't be claimed as a matter of right.
- These guidelines are framed to ensure equality and fairness of opportunity to all the students. All students who opt for placement through the TPO shall abide by the guidelines prescribed herein above.
- Any breach of rules specified above by any student, shall be taken up seriously by the TPO who in turn will view the matter and take action against the students.
- TPO reserves all rights to modify any or all of the above norms and/or stipulating additional norms for placement which, in its judgment and discretion are likely to benefit the students.
- The students must observe and adhere to all codes of conduct rules specified by TPO. While answering questions in the interview, students should observe decorum.
- Keeping the company's convenience in the view, selection processes may take place in any city/town in the states. The students may be required to travel and attend the same. TPO shall pass on the information received from the organization to the concerned students. The students are expected to make their own travel arrangements and bear the cost of attending such drives.