



TRAINING & PLACEMENT POLICY

A **Placement Training Policy** in an affiliated engineering college is a set of guidelines and procedures aimed at preparing students for successful placement in the job market. This policy outlines the efforts made by the institution to equip students with the skills and knowledge required to secure employment, including soft skills development, technical training, industry exposure, and career counseling.

1. Objective

The primary objective of the Placement Training Policy is to:

- Ensure that students are well-prepared for placement drives.
- Equip students with necessary technical and soft skills.
- Provide career counseling and support for job search strategies.
- Foster partnerships with industries to facilitate recruitment opportunities.

2. Eligibility Criteria

- **Minimum Academic Requirement:** Students should have a minimum CGPA (6.0 or 60% in academics) to be eligible for placements.
- **No Backlog Clause:** Students with no pending backlogs are eligible for placements, though special provisions may exist for students in the final semester with cleared backlogs.
- **Attendance Requirement:** A minimum percentage of attendance (75% or more) in courses is required for participation in placement activities.

3. Placement Process

- **Pre-Placement Training:**
 - **Soft Skills Training:** Focus on communication, leadership, teamwork, problem-solving, and interview etiquette.
 - **Technical Skills Training:** Conduct workshops, seminars, and mock tests related to programming, technical aptitude, and other engineering-specific skills.
 - **Industry Interactions:** Organize guest lectures, webinars, and company visits to help students understand industry trends and expectations.

- **Resume Building & LinkedIn Profile Development:** Provide assistance in crafting effective resumes and professional LinkedIn profiles.
- **Mock Interviews & Group Discussions:** Regular mock interviews and group discussion sessions to simulate the placement process and provide feedback.
- **Pre-Placement Talks (PPTs):** Companies conducting placement drives typically organize a Pre-Placement Talk where they introduce their organization, job roles, and expectations.

4. Placement Drive

- **Campus Interviews:** Companies visit the campus to interview eligible students. The drive includes:
 - **Aptitude Tests/Online Assessments**
 - **Technical Round:** Based on engineering skills specific to the company's field.
 - **HR Interview:** A behavioral interview to assess cultural fit and soft skills.
- **Off-Campus Opportunities:** In addition to on-campus recruitment drives, the college may also help facilitate off-campus placements or job fairs where students can participate.

5. Placement Support

- **Career Counseling:** Faculty or dedicated placement officers will provide guidance on career options, industry trends, and job search strategies.
- **Internships:** Encourage students to take part in internships to gain practical exposure and improve employability.
- **Corporate Relations:** Build strong relationships with various industries to ensure a consistent flow of job opportunities.
- **Online Job Portals:** Access to job portals and placement platforms where companies list job openings and internship opportunities.

6. Code of Conduct During Placements

- **Professionalism:** Students must adhere to a code of conduct during placements (timeliness, attire, conduct during interviews).
- **Confidentiality:** Students must maintain confidentiality about the hiring company's interview processes and any other proprietary information.
- **Ethical Behavior:** Students should refrain from multiple job offer acceptances or any other unethical practices that may hinder other candidates.

7. Placement Success Metrics

- **Placement Rate:** The percentage of students placed in relation to the total number of students eligible for placements.

- **Industry-Specific Placements:** The number of students placed in their specific field of engineering.
- **Salary Statistics:** Average and median salary packages offered to place students.

8. Responsibilities of Stakeholders

- **College/Placement Cell:**
 - Organize training sessions, recruitment drives, and placement-related events.
 - Provide necessary infrastructure and resources for conducting placement processes.
 - Coordinate with industry professionals and companies.
- **Faculty:**
 - Support in the preparation of students by mentoring and providing guidance.
 - Help in identifying skill gaps and offering remedial solutions.
- **Students:**
 - Attend all pre-placement training sessions and actively participate in preparation activities.
 - Follow all placement-related guidelines and actively apply for opportunities.

9. Post-Placement Support

- **Feedback Mechanism:** Students who have been placed are encouraged to provide feedback on the placement process and training.
- **Alumni Network:** Facilitate interaction with alumni who can provide valuable insights into the industry and offer mentorship to current students.

10. Placement Policy Review

The Placement Training Policy should be periodically reviewed and updated to reflect changes in industry requirements, technological advancements, and student needs. This could involve feedback from students, recruiters, and faculty.