

### Placement Policy: 2018-2019

- We have following Categories of Company coming in for placement process.

Name of the category	CTC Range
<b>ELITE</b>	<b>Above 12 LPA</b>
<b>Regular</b>	<b>6 LPA - 12 LPA</b>
<b>Base</b>	<b>Upto 6 LPA</b>

- There are mainly three types of offers given by companies
  - o SLI
  - o SLI + FTE
  - o FTE

SLI – Semester long Internship

SLI + FTE – Semester long Internship with Full Time Offer

FTE – Full time Offer

ONLY **Two offers (maximum)** shall be permitted to a student, upgrading offer would be according to following Matrix

Offer Category	Existing Offer Type	Upgradable do
Base Category[B]	SLI	R (SLI, SLI+FTE, FTE), E (SLI, SLI+FTE, FTE)
	FTE + SLI	R (SLI, SLI+FTE, FTE), E (SLI, SLI+FTE, FTE)
	FTE	R (SLI, SLI+FTE, FTE), E (SLI, SLI+FTE, FTE)
Regular Category[R]	SLI	E (SLI, SLI+FTE, FTE), R (FTE+SLI, FTE)
	SLI + FTE	E (SLI, SLI+FTE, FTE)
	FTE	E (SLI, SLI+FTE, FTE)
Elite Category [E]	SLI	E (SLI+FTE, FTE)
	SLI + FTE	None
	FTE	None

**Note for ECE/MME/ME Students**

1. The students of said branches if selected in non-ECE/MME/ME (i.e. in their non-core area) companies first, will be given opportunity to sit for the ECE/MME/ME Company irrespective of the category and number of job offers later on.
2. At any stage, if a student gets an offer from ECE/MME/ME Company, he/she can upgrade to Regular or Elite offer subject to new offer being only by ECE/MME/ME Company according to the similar matrix as given above.

**Off campus Placement**

3. The students are not allowed to directly approach the companies that are coming to LNMIIT campus for off campus placements, as this affects the company-institute relations adversely. If you get to know about the opening, you need to route it through TPC and inform us in case of referral too.
4. Student securing an offer from campus (SLI, SLI+FTE) won't be allowed to go for **SLI only** in an Off-campus company unless it is category upgrade as this adversely impacts the company -institute relations.
5. If a student gets an offer from campus (SLI, SLI+FTE or FTE) and another offer **off- campus** (SLI+FTE or FTE) by his own means. He should inform and specify the reason to TPC if he is joining the **off-campus** company. Also, the student is required to confirm their joining within one week once he/she gets a second offer. Failing for same will be dealt accordingly.
6. If a student gets a PPO, it is mandatory for him/her to disclose this to TPC then he is allowed to choose **three** companies of choice in the same category if he accepts the PPO and unlimited opportunities in upgraded category.
7. Only one SLI will be approved from college. If a student gets a PPO which includes SLI then he needs to inform TPC about the same. If he fails to inform TPC and get an offer from campus then on campus SLI will only be approved.

**Route to Placement**

8. Students willing to apply for placements through TPC are required to register for placements through TPC.
9. Students who wishes to apply for a particular position in a particular company is expected to be:
  - a. Register for placements.
  - b. Attend PPT (Pre Placement Talks) of that particular company, if any.
  - c. Apply to TPC for the offer posted by the particular company.

### Accepting an Offer

10. The company shall provide offer letters to the Placement Office and not directly to the students and if a student gets it directly from the company he must inform TPC for further process.
11. A time period will be declared within which the students have to inform the Cell regarding his/her decision on the offer. If he/she fails to do so, it shall be assumed that the offer has been rejected by him/her.
12. Proper due-diligence should be done before formally accepting a job offer. Declining an offer, after formal acceptance, is violation of code-of-conduct & will be dealt accordingly. The student would not be allowed for further upgradation.
13. A student who has accepted an offer is expected to join on the given joining date.
14. If a student after receiving an offer, appears for upgrading the offer in a company of upper category and if he gets selected in that company of upper category then that will be the final offer for him and he will have to accept that offer and previous offer automatically stands cancelled.
15. If a student appears for a company X and before X declares the results, another company Y visits college and he/she gets selected in X and Y both then it would be definitely his decision to choose between X and Y . The number of offers received by student will be counted as **one if both companies fall in same category.**

### Student Code of Conduct

16. It is mandatory for students to register for the company to participate in the placement process of the company.
17. Attendance in PPT is mandatory after registration, to be eligible for further placement process.
18. Student have a fair chance to inform their decision with valid reason of not continuing for the placement process to TPC after PPT.
19. We give ample of time for registration. Within that time, you should have proper research on the company and then only apply for it. After registering for the company, if you don't turn up then you will be **debarred** from the further placements.
20. It is mandatory for all students appearing for any process of campus drive to come in formals including footwear of right type. For boys it is mandatory to be clean shaven or have beard trimmed properly.
21. Students must keep their Identity Card with them at the time of PPT/Test/Group Discussion / Personal Interviews and produce the same when demanded by the visiting team or TPC staff. (PPT - Pre Placement Talk)
22. All post job-offer communication between student and Company should be channelized only through the placement cell.
23. Direct communication with the company officials is **Not Allowed.**

24. For the Pool campus drives in other college or if the company conducts any round outside the campus, the students who have registered / selected should compulsorily participate in the process. Students remaining absent in such cases will be **debarred for any further placement opportunities.**
25. Any kind of misbehavior / complaints reported by the company officials will be taken seriously and if proven, the student will be debarred from future campus placements and the case will be forwarded to disciplinary committee of the college for further action.
26. During pool drive i.e drives which take place out of college, once you register you cannot back out. It takes a lot of efforts to convince the TPO of other colleges and companies to allow you to appear for the drive and arrangements for the transportation are also done keeping in mind the number of students registered for the drive.

#### **Non Acceptance due to Further Studies**

27. If a student does not accept an offer because of him/her pursuing higher studies (in India or abroad), the student needs to inform the placement cell as soon as possible along with the letter/offer received by the university.

#### **Disclaimer: -**

28. The role of the TPC (Training Placement Cell) is of a facilitator for placement related activities. TPC does not guarantee a job.
29. The TPC does an extensive background checks of the companies coming for campus drive. Every student is advised to do a thorough research about the company and takes his/her decision accordingly. Registering or not registering for a company is student's own decision.
30. The policy above has been defined to meet the aspiration of maximum students. This is a dynamic process and the policy will be updated as per the need of the hour.

#### **NOTE:**

1. **Training and Placement Cell holds the right to make necessary changes in the placement policy during the placement session.**
2. **The Guidelines for eligibility and approval process for SLI will be issued later on as decided by the Academic council.**
3. **At the discretion of the Placement Office, but based on a clear policy certain offers are put into Super Elite category.  
All students (even if they have used their switch) can sit for a Super Elite category company. However, if a student gets an offer in a regular company, his/her previous standing offer is rejected and the student is out of the placement process (even further regular companies).**

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