

## **TRAINING:**

Training is divided into two parts :

- External : (Aptitude & Soft skills)
- Internal : (Technical)

Lectures or workshops by companies :

- In tandem with external/internal training the lectures & workshops are also conducted.
- Before the beginning of the placement season lectures are arranged by Regular companies with intent to better equip our students as per the current industry trends & needs.
- TPCs also coordinate with other recruiters for lectures & pre placement talks on developing technical aptitude & soft skills.

## **INTERNSHIPS:**

As Internship is a great way to provide industrial exposure to students, students are encouraged & advised to go for internship and required support is provided in this direction.

**Under graduate :**

- For 3rd year B.E. students it consists of a summer internship which spans over a period of 1.5 to 2 months the end of which they may receive a *PPO (Pre-Placement Offer)* based on their performance.
- The screening process is done via an online coding test or an aptitude test followed by an interview.
- Some of the companies offer part-time internships for 2nd & 3rd year B.E students so that they can balance their academics & get industrial experience at the same time.

**ME:**

- M.E students are allowed to go in for an internship in their final year for their final year full time project, provided that there is a research component associated with it & that the work may be extended and published in an international journal.
- At the end of the internship the students are offered a PPO based on their performance.

**MCA:**

- Third year M.C.A students have to complete a 6 month internship as a part of their curriculum in the sixth semester.
- Companies coming in for placements during the first half of the year are also asked to offer internships for M.C.A students for duration of 6 months.
- These companies do convert this internship into a PPO if the students meet their expectation.

- Students from MCA branch get internship / placement opportunities as well from super dream / dream / normal as well as from many startups.
- MCA students are also selected for internship by the startup companies which are housed at Sardar Patel Technology Business Incubator (SP-TBI)

## **SALIENT FEATURES OF PLACEMENT POLICY:**

- Based on previous years' experience, current market trends and discussion with principal, the placement policy is framed.
- The placement policy for the New Year is finalized before commencement of placement & circulated among the students.
- The current placement policy has salient features i.e. the dream slot has been changed from 4 lakhs to 5 lakhs and a super dream slot has been created for CTC above 9 lakhs.
- Deferred placement has been introduced from the current year for encouraging students to go for entrepreneurship.
- The agreed upon course is then scheduled across the 6th semester on weekends & training is conducted accordingly.

## **PLACEMENT PROCESS:**

### **- INVITATION TO COMPANIES:**

- Invitations are sent out to companies with whom we have an existing association (In June)
- Invitations to new companies with whom we wish to associate & also companies that have missed out in previous years to assess plans for current year
- The order in which companies are invited depends on the Brand / CTC / Reputation.
- A cell formed in the TPO specially concentrates on identifying the CORE companies and take steps to invite them at campus.

### **- FORMULATION OF CALENDAR :**

The placement calendar is formulated by assigning dates to companies on basis of above criteria.

### **- RECEIPT OF COMPANY PROFILE :**

- The company profile & job description are received via E-mail from companies who are invited & also from companies who are interested to come to our campus for recruitment.

- The companies are asked to share eligibility criteria along with desired skills for the role, the CTC. If any of this information is not provided coordinators interact with the companies to get the same.
- This data is shared with the students via WhatsApp / Email groups.

#### - **PREPARATION OF STUDENT DATA / LOGISTICS :**

- Data is prepared in a format as prescribed by the company.
- Interested students are requested to register online for the company.
- The list of eligible students is shared with the company after which students are further shortlisted by the company.
- A student who has accepted a PPO after internship is not eligible for the process.
- The final list of shortlisted students received from the company and a suitable date for the process is fixed and logistics required are confirmed prior to their visit by coordinators.
- With the coordination of the HODs of the departments lab arrangements are made for the online test.
- Issuing of guidelines to students & assigning duties to coordinators is done prior to the company visit. Two coordinators lead the process while others support them.

#### - **CAMPUS VISIT :**

- The company visits on the decided date. The coordinators assigned receive them & assist them all throughout the process.
- The process consists of an aptitude test following which eligible students appear for the technical rounds.
- After further screening in the technical rounds the shortlisted students are asked to appear for the HR round.
- Offers are made to students passing through all rounds and the final announcement of offers is made by the company representative.
- Before the departure of company representative from the campus a feedback is taken from them with regard their experience at campus pertaining to logistics/students skills/hospitality, etc. in a specific format.
- The offer letters are directly sent via mail with intimation to the TPO.