



DY PATIL GROUP

(Approved by AICTE, Recognized by Govt. of Maharashtra, Affiliated to Savitribai Phule Pune University)

(Accredited by NAAC, NABL & ISO 9001:2015 & 21001:2018 Certified Institute)

"Empowerment through quality technical education"

Dr D Y Patil Educational Enterprises Charitable Trust's

AJEENKYA

DY PATIL SCHOOL OF ENGINEERING

(Formerly known as DY Patil School of Engineering)

AICTE ID - 1-3847411

AISHE Code: C-46648

DTE Code: EN6732

SPPU PUN Code: CEGP015720

Student's Progression & Corporate Relation's Office

Policy, Rules & Regulation's

Objectives:

The Students Progression & Corporate Relations (SP&CR) Office is committed to bridge the gap between job seekers and employers by enhancing student competencies and fostering strong industry connections. Our key objectives include:

- **Building a Robust Placement Network:**
- **Becoming the Preferred Choice for Employers:**
- **Empowering Students with Career Opportunities:**
- **Fostering Long-term Employability:**

Registration: -

1. Before getting registered with the **Students Progression & Corporate Relations (SP&CR) Office** it is mandatory for all the students to attend the **Orientation Session** of the SP&CR Office. Absentees will not be allowed to get registered with the SP&CR office.
2. **Pod.ai** is the official platform of **Students Progression & Corporate Relations (SP&CR) Office** for smooth conduction of campus drive activities throughout the year.
3. Students who wish to appear for a particular placement drive must register with SP&CR office for the drive. **NO PROXY REGISTRATIONS.** The registration would imply that the student has verified by himself/herself and has consented to the company profile, job profile, terms & conditions, package, bond & eligibility criteria. After registration, if a student fails to turn up for the drive, he/she will not be considered for future placements.

Eligibility Criteria for Placement Assistance: -

1. Eligibility criteria will be as per the norms of the company providing placement opportunity.
2. **Pre-requisite for placement: -**
 1. **Campus Recruitment Training (CRT)** Completion with a minimum of 90% attendance. Exemption to CRT will be granted to only those students who opt for internships/industrial training in an industry of repute with prior permission of SP & CR office with a written application forwarded through the Placement coordinator of respective school/colleges well in advance.





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2. **All students must complete 10 assessment tests before the start of placements; failing to do so will make them ineligible for placement.**
3. **Academic clearance at the date of campus placement drive is mandatory for every student** in the final year to appear in the campus placement drive of any company.
4. **Students must update their record on pod.ai** after declaration of result (Regular/backlogs). This is very important because it is possible that the companies may reject the candidature of a student in case of incomplete data.
5. It is compulsory for all students to have **PASSPORT & PAN CARD** prior registration with T&P.

Directive Principles, Rules and Regulations: -

1. **SP&CR office will strive hard to provide placement opportunity to all its eligible, not-eligible and interested students of Final Year.**
2. In order to achieve its placement objectives, **the office shall organize various training programs, Guest lectures, seminars, workshops, internship and other allied activities in addition to other similar academic/ non-academic activities for ensuring employability of its students.**
3. It will be the Endeavour of each student to co-operate with the SP&CR office and to appear for opportunities offered for their Placement.
4. **Any student having a job -offer in hand will only be allowed to appear for any further placement opportunities unless and until.**
 - 4.1 if the **new offer is at least 1.5 LPA higher** than the previous one.
 - 4.2 The Institute may offer a **"Dream Status"** to any reputed company/organization which has a very strong brand equity &/or is offering a very high salary package.
 - 4.3 **"Core Company Status"** will be given to only those companies whose operations are in the core sector of ME/CE/ETC branches.
 - 4.4 **"Dream Status" / "Core Company Status"** will be granted to a particular company by the recommendations of TPO of the respective colleges.
5. **Once a student is enrolled with SP&CR office & if he/she fails to appear in any of the campus (in house/pooled/any other) drive of any company without submitting a written application with justified reason and document's will not be eligible to appear for the next 3 consecutive campus placement drive. Habitual absenteeism will not be entertained (Even if it includes the DREAM or CORE COMPAN)**





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6. If a selected student in any company, through the campus placement drive, fails to join the company without any justified reason he/she will not get clearance from the SP&CR office.
7. **If a student fails to get placed in 5 consecutive companies, they will be debarred from the next 3 placement drives and will only be eligible again after completing 100 hours of training in their weaker areas.**
8. **Students placed in IT roles can apply for core company roles at any time, and vice versa. Similarly, students placed in technical roles can apply for non-technical roles, and vice versa.**
9. A notice of the Placement Process once fixed will be **communicated through pod.ai Platform** or WhatsApp to all the eligible students for that campus placement drive.
 - It is important that all students must regularly check their pod.ai account; E-Mail & WhatsApp for getting information on Placement related activities.
 - It will be students own responsibility to get updated on placement related processes and activities. (In case of any query students can visit SP&CR office)
 - Every student who enrolls with SP&CR office and who has opted for **"Campus Placement"** in the registration form will be eligible (as per company's eligibility criteria) for all the Companies offering Placement.
10. **No preference related to Place of work will be entertained.**
11. **Students who do not enroll with the SP&CR office shall not be allowed to take part in the placement process under any circumstances later.**
12. The students must think well before enrolling with SP&CR office and then act accordingly i.e. enrolling with SP&CR office is an act of expressing your desire and confirmation to join the organization on its terms and conditions, if selected. In order to maintain the institute's commitment to the organization, students will have to join the company from which they have received the offer letter. **They will not be allowed to reject an offer at a later stage as per the policy already specified and decided by the authority.** It should be noted that students represent their personal commitment and the institute's commitment by such positive action.
13. **Adherence to time & Discipline must be taken into strictly consideration.**
14. Dress code is **STRICTLY FORMALS/Uniform**. Those who don't follow the dress code will not be considered for placements.
15. Students are not authorized to communicate with the companies in any individual capacity when company visits our college for placement. **Any corporate interaction by any student at any stage before and after selection must be carried out in consultation with the SP&CR.**





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16. Any misbehavior by students towards company representatives or SP&CR staff at any stage will not be tolerated. If found, the student will be debarred from placements

17. If a student appears in a written test and does not appear himself / herself in front of the interview panel without seeking prior permission from the SP&CR office, he or she will not be permitted for any future drives and will be detained for future placements.

18. If a student gets selected in any particular company and gets a joining date after one year of their passing year, then in that case college authorities are not responsible for their joining preponement. Also, in any case if any company withdraws its offer letter/letter of intent at any stage before joining any selected students the SP & CR office and university or any authority will not be responsible for it.

19. Students should refrain from using recommendations for getting placed in a company/corporate. Strict action will be taken against such students.

20. The institute's SP&CR office reserves its right to allow/ disallow any student from taking part in the placement process without assigning any reason thereto.

21. The decision of the Institute would be final and binding on all. Request/grievances/issues will be referred to the Principal/Directors through the SP&CR office.

22. Any suggestions/ modifications/ deletion/ grievances in respect of the above policies shall be considered, if found fit, on a case-to-case basis by the SP&CR office *in consultation with the Dean/Principal* forwarded through the SP&CR office in writing by the individual concerned student.

23. The SP&CR office in consultation with the Dean/Principal reserves the right to take decisions on the cases which fall beyond the purview of above mentioned Policy, Rules and Regulation statements.

SP & CR Office

