

# **TRAINING AND PLACEMENT POLICY**

## **Introduction**

Training and Placement (T&P) cell was established in the year 2002, to act as a catalyst in providing training to the students to ensure placements and also provide proper career guidance. Considering the economic and educational background of most of the students who join in this institute, which is located in a rural area, training and placement cell shoulders the responsibility of grooming these students to stand-up to the challenges of the modern day world, professionally as well as personally.

T&P cell encompasses of Training and Placement Officer (Senior Faculty Member), faculty representatives from each department and a Senior Assistant. Active student volunteers from final and pre-final years are nominated to assist and co-ordinate the recruitment drives and other training and mock sessions under the supervision of faculty members.

## **POLICY GUIDELINES**

The objective of T&P cell is to facilitate and impart training to all the interested students. It strives to provide 100% placement assistance to all the placement registered students and ensure that maximum numbers of students get placed while they are on-campus.

Following are the policy guidelines to be followed:

1. Campus Recruitment Training (CRT) offered by the institute is not mandatory for all the students.
2. Interested students who need support from the college for their training have to register with their department T&P faculty coordinators
3. Interested students who register with T&P need to bear partial amount of the training charges.
4. T&P office need to identify reputed external training agencies to impart placement centric skill development.
5. CRT classes should be planned in such a way that academic schedule is not disturbed.
6. A placed student is not eligible to participate in the further on-campus drives unless allowed by TPO, who may permit if there is a package difference or any other criteria deemed fit for the students and institute. However one – student-one-offer is not followed in case of pool campus drives.
7. T&P should establish long term relationship with the companies by regular interactions.
8. T&P cell should invite experienced industry personnel and eminent people from different walks of life to deliver lectures on latest and upcoming technologies.
9. Should organize industrial visits to the students and faculty for real-time experience.

### **Procedures & practices**

1. Training & Placement Cell identifies external trainers of repute and engage specialized trainers for conducting placement and personality

development training in areas like Communication, Technical, Aptitude and other inter and intra personal skills. Apart from these hired trainers, in-house faculty also assists T&P in the training of students.

Institute is a star member of Telangana Academy for Skill & Knowledge (TASK), an initiative of Telangana state government. TASK regularly conducts Certificate courses and other skilling programmes.

2. In addition to training, T&P co-ordinates industrial visits and arranges career guidance lectures to the students.

3. Training programme approximately of about 100 hours is given to the students in 2<sup>nd</sup> & 3<sup>rd</sup> years to make them placement ready before they enter their final year.

4. These training program are designed and updated regularly as per the requirement of the major recruiting companies.

5. Apart from these scheduled Training, T&P organizes mock interviews, GDs, Technical Practicing sessions with the help of in-house faculty on a regular basis. Online and off-line tests too are conducted and evaluated on a regular basis.

T&P cell continuously strives to bring the students and the potential employing organizations by facilitating interaction between the two and ensures that maximum students get placed while they are still on the campus either through On-Campus/ Off-Campus / Pool –Campus or reference drives.

On an average, 80% of the eligible students with an aggregate of more than 60%, get placed through campus placements.