

# DIAT (DU), GIRINAGAR, PUNE PLACEMENTCELL

---

---

## DIAT (DU) PLACEMENT POLICY

The placement policy will be applicable to all students registered for the campus placements of DIAT (DU) Pune and is to be followed during the entire duration of the placement season every year.

### Eligibility Criteria for M. Tech and PhD Students

- Student of DIAT (DU) expected to complete his/her degree by May-June every year is eligible to register.
- Students can register for placements only once.
- Students who have been sponsored by Tri-services, DRDO and other Government organizations are not eligible to register for placement.

### Policy Guidelines

- The role of the Placement Office is of a **facilitator and counselor** for placement related activities. Placement Office does **NOT guarantee a job**. Applying for a company or joining a company is entirely the responsibility/decision of the student concerned.
- The placement facility is available to all the students registered with Placement Office through the policy **ONE JOB TO ONE STUDENT AT THE FIRST INSTANCE.**
- There is **no restriction** on applying/appearing in interviews until the first job is secured. A student will be considered to have secured a job if his/her name appears in the selection list or an appointment letter is received in the Placement Office.

- As more than one company would be visiting the campus, there may be a possibility that a student secures more than one job on the same day. Therefore, each eligible student will be required to fill up his/her individual preferences in advance for each placement day, ranking the companies he/she has applied to/ has been shortlisted on a particular day, in the descending order of his/her choice. The preferences are editable at least one working day prior. These preferences shall be used in case when (i) the student gets selected in more than one company on the same placement day and (ii) a company wants to make an on-the-spot offer to the student before the selection procedure for the day is over.
- Students must keep their **Identity Card** with them at the time of PPT/Test/Group Discussion/ Interviews, and produce the same when demanded by the visiting team or Placement Office staff or their representatives.
- Once a student has been shortlisted by a company for placement process he /she is **NOT allowed to contact** the members of the subsequent teams/recruitment officers from other organizations/companies visiting the campus for placement purpose.
- If a student is found doctoring his/her resume submitted at Placement Officer, his/her registration at Placement Office will be cancelled immediately and also the matter will be referred to Vice Chancellor's Office.

#### **Pre Placement Offers (PPOs)**

- All Pre Placement Offers by any company whatsoever, extended to any student, have to be immediately intimated to the Placement Office by the student after registration.
- All companies contacted will also be asked in advance about any Pre Placement offers that have been extended by them and the company will be informed about our PPO policy in advance.

- A student offered a Pre Placement Offer through Placement Office must accept/reject the offer prior to the date specified by the company.
- Students accepting or denying a PPO will have to immediately notify the Placement Office of the same. If the PPO is accepted, the job will be recorded and he/she will NOT be allowed to participate in subsequent campus placements. However, he/she will be allowed to participate in the process if the offer is rejected. The rejection letter will be sent to the company through Placement Office.

Any student found to have breached any of these rules or secured a PPO and not informed the placement office of the same will be debarred from the placement process. If at the time of breach the student is already placed, the company in which he/she is placed will be intimated of the violation.

### **Penalty Structure**

Each student will be assigned a total of 10 points at the time of registration with Placement Office. Points will be deducted from his record for misconduct as per the following rules. Losing all the 10 points or more will lead to deregistration from Placement Office.

- A student will be allowed to be exempted from compulsory attendance for Pre Placement Talk (PPT) for a maximum of one company due to genuine reasons\*.
- Student will not be allowed to participate in the selection process of the company for which he/she has missed the PPT (Exempting the 1 company missed due to genuine reasons).
- Opting out of the selection process of a company at any stage after applying may lead to deduction of minimum of 5 points and maximum of 10 points. For ex- 6 points for missing test, 7 for missing GD, 10 for missing interview.

- Any sort of misbehavior on the part of students which affects the decorum of the PPT or the selection process or the reputation of the Placement Office attracts a minimum penalty of 2 points. The fine may be increased at the discretion of the Placement Office as per the severity of the situation. eg- Asking inappropriate questions during PPT or Interview.
- Cheating in all forms or marking proxies during the selection process is strictly prohibited and those caught indulging in such activities would lose all their points and debarred from the placement process. Also note that no concessions in any form shall be provided in such case.

*(\*Genuine reasons include health problems or other reasons subject to approval of respective HoDs. PPT missed due to academic classes/reasons will not be counted.)*

-----  
-----