



TRAINING AND PLACEMENT

# PLACEMENT POLICY

(STUDENTS)

2025-26





Dear Students,

We warmly welcome you all to the Training and Placement Season 2025–26. As we approach this important phase of your academic journey, we encourage you to put in your best efforts, remain focused, and prepare sincerely. This season plays a pivotal role in shaping your professional future, and with dedication and hard work, success is well within reach.

The Training and Placement Section is committed to supporting and guiding you throughout this journey. We are here to act as facilitators and counselors, helping you navigate through the various opportunities and challenges that come with the placement process. Your active participation, discipline, and cooperation are essential for a smooth and effective placement experience.

All students are thereby requested to follow the placement rules and regulations during the entire placement season. These guidelines are designed to ensure transparency, equal opportunity, and a structured process for all. Kindly go through them carefully, understand their significance, and strictly adhere to them

~ Prof. MPS Bhatia  
HOD, T&P Section





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# Introduction

- The Training and Placement Section's services are available exclusively to students who have registered on the official Placement Portal (<https://www.tnepsut.in/>). Only registered students will be eligible to participate in internship and placement opportunities.
- All information related to the Placement Season 2025–26 at NSUT is strictly confidential and must not be shared with anyone who is not a current student or employee of NSUT.
- Before applying and participating in the placement process of a company, it is important to study and check the company profile and background of each company thoroughly. The information you gather about the company, will strengthen your position and help you make a positive first impression in an interview. Be clear about your choice of weigh your chances well before registering. Students cannot withdraw from any selection round post the registration. This includes PPT, Online tests, GDs, interviews, etc. Failure in abiding by the above would have strict actions taken by College Authorities.
- Resumes should be made on the Official NSUT Template only. No other template is allowed.
- The placement season will be conducted in a hybrid mode (online, offline or both) offering flexibility to participating companies to choose their preferred mode of recruitment and the final decision for the mode of recruitment will remain with the company only.
- Students can contact the POCs/Training and Placement Staff/Placement Coordinators within working hours only (8AM - 8PM).
- Students should actively monitor their mails and read every update shared. The Training & Placement (T&P) section will not be responsible if a student misses any information related to an ongoing company process.
- The Training and Placement Section does not guarantee a job to any student. Its role is to facilitate the recruitment process by bringing in opportunities, while the final outcome depends on the individual's performance and the specific requirements of the recruiting companies.



# Eligibility

- A student can participate in the placement process of a company subject to the following conditions:
  1. He/She is a student of Netaji Subhas University of Technology, Dwarka, New Delhi.
  2. He/She has successfully registered on the Placement Portal.
  3. He/ She meets the requirements/eligibility criteria specified by the Company and the Training and Placement Section, NSUT.
  4. He/She is not currently subject to any penalties.
- **Eligibility Criteria set by Company:**
  1. CGPA
  2. Degree: The Course pursuing in the University (e.g. BTech, BBA etc)
  3. Branch: The Specialization or major field of study (e.g. CSE, IT, ME etc)
  4. Year of Passing
  5. 10<sup>th</sup> Percentage
  6. 12<sup>th</sup> Percentage
  7. Backlog
- **Eligibility Criteria set by Training and Placement Section:**
  1. **PPO Criteria:** Students who have already received a PPO (Pre-Placement Offer) from on-campus opportunities are not allowed to apply for any further opportunities.
  2. Other Rules and Regulations



# Company Classification

- Companies are divided into 2 categories depending on the CTC (in LPA) offered by the company:

1. Dream
2. A++

- They are further sub-categorized into 3 domains:

1. TECH
2. NON-TECH
3. CORE

- The category for each company is decided by the Training and Placements as per the below mentioned criteria:**

- |                        |  |
|------------------------|--|
| 1. For Tech Roles:     | <b>Dream Category &gt;= 12 LPA    A++ Category &lt; 12 LPA</b> |
| 2. For Non-Tech Roles: | <b>Dream Category &gt;= 7 LPA    A++ Category &lt; 7 LPA</b>   |
| 3. For Core Roles:     | <b>Dream Category &gt;= 6 LPA    A++ Category &lt; 6 LPA</b>   |

- Students can apply in any category (Tech/Non-Tech/Core) depending on their preparation in the particular domain and the eligibility criteria.
- Students placed in **DREAM category** cannot apply for any further companies.
- If a student is placed in an A++ Company, he/she can apply in only Dream companies for a second offer only after **75% of the batch is placed**.
- If a student is placed in A++ company in any one category (Tech/Non-Tech/Core), they will be ineligible to apply for Dream companies in the other two categories (e.g. if a student gets placed in A++ Tech company, he/she will not be allowed to apply in Dream companies of non-tech and core companies and can only apply in Tech Companies lying in the DREAM Category).

***No request will be considered to change the sub-category after first offer and will remain the same for the entire placement season.***



# Rules to follow during Offline Company Process

- Students must wear formal attire for all company-related processes. Smart casuals or casual clothing is strictly not allowed.
- In case a student is unable to attend a company process due to health issues or other genuine reasons, he/she must inform the POC at least 12 hours before the reporting time with valid proof.
- Students must report at the reporting time mentioned to them beforehand. No candidate will be allowed entry after 10 minutes of the commencement of the process.
- Students must conduct themselves professionally and courteously with the company representatives, refraining from argumentative behavior and maintaining decorum at all times, even when provoked.
- Cheating/Use of unfair means like mobile phones, chits etc. are strictly prohibited. Students found indulging in such activities will be disqualified and removed immediately.
- No student is allowed to share any original / photocopy of documents like Pan Card / Aadhar card / Voter card / Passport / Mark sheets with officials of any company without prior consent from Training and Placement Section.
- Students must carry 2 copies of their resume for all offline interviews.
- Students are not allowed to reach out to HRs and Company Officials for any update during the offline process. Students are advised to reach out to POCs for all the updates.
- Students are not allowed to reach out to HRs and Company Officials for any update or recommendation on LinkedIn, Facebook, or any other social media platforms.
- Students are not allowed to withdraw from the process at any stage. Students are strongly advised to decide carefully before applying for any company.
- ***Any violation of the above-mentioned rules will lead to the immediate disqualification from the company process and penalty.***



# On-Campus Offer Rules

- Students are required to submit a signed copy of the UNDERTAKING form within 24 hours of the declaration of results by the Training and Placement Section. Failure to do so may result in rejection of the offer received. Students should mail the signed undertaking on [tnpcell@nsitonline.in](mailto:tnpcell@nsitonline.in)
- If a student wishes to reject an offer after declaration of results, he/she will be removed from all existing and new placement process for a period of 120 days.
- Students are prohibited from sharing any information regarding their internship, placement offers, or pre-placement offers (PPO) on LinkedIn, Facebook, Instagram or any other social media platforms until their official date of joining.
- A student who accepts an offer is expected to join on the specified joining date. Failure to do so after accepting the offer may result in a penalty imposed by the institute, and defaulters may be denied No Dues clearance, No Objection Certificate (NoC), or issuance of the degree.
- Any complaints regarding attrition received from the company after a student has joined may result in strict action by the University. Additionally, the Training and Placement Section expects students to maintain a high level of discipline and professionalism throughout their employment. In case of any misbehavior or misconduct, strict disciplinary action will be taken by the University.
- It is mandatory for students to serve a minimum period of **1 year in case of DREAM category** and **six months in case of A++ company** after signing the offer letter and joining. If a student wishes to resign after completing the above duration, they must complete all formalities, including serving the notice period as per the company's policies. Any complaints related to early attrition received from the company after joining may result in strict action by the University.
- If a student chooses not to accept an offer or fails to join the company after accepting it due to pursuing higher studies (such as MTech, MBA, MS etc. , in India or abroad) or competitive exam preparation (GATE,CAT,UPSC preparation), they must inform the Placement Section at the earliest, and no later than **15th May 2026**, along with valid supporting documents. No penalty will be imposed if the Placement Office is informed within the specified timeline with the necessary proof.



# Internship Offer Rules

- Students who have received a 6-month Internship+FTE Opportunity (**DREAM and A++**) will be allowed to apply in FTE opportunities lying in the DREAM Category only from March 2026 onwards.
- Students who have received a 6-month Internship+Performance based PPO Opportunity (**DREAM**) will be allowed to apply in FTE opportunities lying in the DREAM Category only from March 2026 onwards.
- Students who have received a 6-month Internship+Performance based PPO Opportunity (**A++**) will be allowed to apply in FTE opportunities lying in the A++ and DREAM Category only from March 2026 onwards.
- If a student receives a six-month internship offer and has offline subjects in 8<sup>th</sup> semester, T&P Section will not issue NoC and will not be responsible for granting attendance or maintaining attendance records for the student. He/She shall contact their respective department officials to issue a NoC and for granting attendance.
- Students must conduct themselves professionally and courteously with the company representatives, refraining from argumentative behavior and maintaining decorum at all times, even when provoked during the entire internship period.
- Students interning at an organization are not allowed to share any information with the company officials about the placement schedule (i.e. details about companies visited and companies that will be visiting the campus, CTC offered etc.) under any circumstances. Students are advised to contact Training and Placement Officials/Placement Coordinators in such a situation.
- In case of any issue faced by any student at his/her organisation, he/she can reach out to the Training and Placement Section from Monday to Friday between 10 AM to 4 PM or mail at [tnpcell@nsitonline.in](mailto:tnpcell@nsitonline.in)



# Off-Campus Offer Rules

- Students who have received an on-campus offer from a dream category company and choose to accept an off-campus offer in later stage will be subject to a penalty, as determined by the Training and Placement (T&P) Section. No Dues clearance and No Objection Certificate (NoC) will not be issued to defaulters.
- Acceptance of the off-campus offer, resulting in the rejection of the on-campus offer, will only be permitted after the penalty has been paid in full.
- If a student receives an off-campus placement offer, they must email the offer details to [tnpcell@nsit.online.in](mailto:tnpcell@nsit.online.in) and cc it to [tnpcell@nsut.ac.in](mailto:tnpcell@nsut.ac.in) within 48 hours of receiving the offer. Failure to do so may result in withholding the No Objection Certificate (NoC) by the University.



# Subject Drop Policy

## Drop Subject Rules

Kindly refer the below table regarding Subject Drop policy for various Courses:

Courses	No. of subjects allowed to drop for respective course
BTech(Final year)	A student from BTech can drop at most 8 credits/2 subject.
BTech(Pre-Final Year)	A student from BTech can drop at most 4 credits/1 subject.
MTech	A student from MTech can drop at most 4 credits/1 subject.
BBA	A student from BBA can drop at most 4 credits/1 subject.
MBA	A student from MBA can drop at most 4 credit and 1 subject.
MA	A student from MA can drop at most 4 credits and 1 subject.
MSc	A student from MSc can drop at most 4 credits and 1 subject.
BDesign	A student from BDesign can drop at most 8 credits and 2 subject.

### NOTE:

- This rule is applicable only for internship/placements purposes.
- Zero credit foundation electives such as yoga, sports, NPTEL (of Zero credit) are neither included in active backlogs nor counted in drop subjects for internship/placement opportunities. Students are therefore requested to not include these subjects while calculating their CGPA after drop.
- If a student has active backlogs and attempts to drop the corresponding active backlog subjects, the dropped subjects will not be considered as active backlogs for the purpose of Training & Placement eligibility.
- Even if a student does not have any active backlogs, they are permitted to drop subjects with the lowest grade point.
- Requests to drop 2-credit subjects will not be entertained for students enrolled in MTech, BBA, MBA, MA and MSc.



# CGPA Calculation

## CGPA calculation Formula and Rules

CGPA before Drop will be calculated using following formula:

$$CGPA \text{ before drop} = Round off to two digits \left( \frac{(Sum \text{ of Total Credit Point of each semester})}{(Sum \text{ of Total Credit of each semester})} \right)$$

CGPA after Drop(Final CGPA) will be calculated using following formula:

$$CGPA \text{ before drop} - Round off to two digits \left( \frac{(Sum \text{ of Total Credit Point of each semester} - Sum \text{ of total Credit Point of drop Subject})}{(Sum \text{ of Total Credit of each semester} - Sum \text{ of Total Credit of Drop Subjects})} \right)$$

### Note:

- Students are required to use the CGPA displayed on the Portal for all placement-related communications. If there is an error in the CGPA displayed, students must promptly rectify it by sending an email to [tnpcell@nsitonline.in](mailto:tnpcell@nsitonline.in).
- Students are prohibited from disclosing the policy of dropping a subject to recruiters. They must only provide their final CGPA after drop in resumes during on campus placement process.
- Students are required to use CGPA without/before Drop when applying for off-campus opportunities.
- The CGPA mentioned by students on the Training and Placement Portal, resumes, and forms submitted for on campus training and placement purposes must remain consistent.
- Any disparities or manipulation of data may result in penalties imposed by the Training and Placements.
- This formula will be used for T&P purpose only.



# Rules & Guidelines

- Only Training & Placement (T&P) Coordinators are authorized to communicate with company HRs and employees.
- Any unauthorized interaction by students with organizational executives, including HR personnel, will lead to removal from the placement season 2025-26. Exceptions are permitted only when explicitly instructed by the Placement Team or during designated Q&A sessions, where students are expected to maintain professional behavior.
- All information related to the Placement Season 2025–26 at NSUT is strictly confidential and must not be shared to anyone who is not a current student or employee of NSUT.
- All information shared via email, portal, or any other medium regarding company events, CTC offered, Roles offered etc. must be treated as highly confidential. Disclosing this information with students/employees of other colleges/universities, HRs or employees of other companies is strictly prohibited.
- In case of any issues faced from the recruiter's side, students are requested to reach out to the Training and Placement Officials immediately.
- No requests for consideration/recommendation made by parents to Training and Placement Officials will be entertained.
- No student should pay a single rupee to any Company Officials in lieu of any Training / Placement fees.
- The Training and Placement Section reserves the discretionary authority to provide additional concessions, benefits and recommendations in companies to Placement Coordinators due to their exceptional dedication and hard work during the entire placement season.
- Training and Placement Section reserves the discretionary authority to change the duration of the penalty and the severity of the punishment depending on the situation.
- For all matters not covered in the policy, the T&P Section will use its discretion to take appropriate decisions.



# Penalty Structure

To ensure a smooth and fair placement process, the Training and Placement (T&P) Section follows a strict penalty structure for any misconduct. The penalties imposed are:

Actions	Penalty
Sharing confidential placement-related information (e.g., company names, offer details, process dates) with outsiders or on public platforms.	30 Days ban from all new and existing placement opportunities
Cheating/Use of unfair means found by Training and Placement Officials	10 Days ban from all new and existing placement opportunities
Cheating/Use of unfair means found by Company Officials.	15 Days ban from all new and existing placement opportunities.
Failing to report for a scheduled interview or test without valid reason and prior notice.	10 Days ban from all new and existing placement opportunities.
Violating dress code (Students dressed in informal/casual clothing)	Disqualification from the company process
Reporting late to the company process	Disqualification from the company process
Misbehaviour with the Recruiters	15 Days ban from all new and existing placement opportunities.
Misbehaviour with the Placement Coordinators	15 Days ban from all new and existing placement opportunities.
Pressurizing or influencing placement coordinators for personal favors or exceptions.	5 Days ban from all new and existing placement opportunities.
Rejecting an offer after declaration of results	120 Days ban from all new and existing placement opportunities.
Spreading false or misleading information	30 Days ban from all new and existing placement opportunities
Misusing the name of NSUT or the T&P Section for unauthorized communication with companies or third parties.	Permanent ban from the placement season

- Students are required to submit a Letter of Apology after the ban duration is over to the T&P Section Officer to be further allowed to sit in the Placement Process.
- In case of a second penalty, he/she will be banned for an additional 30 days including the penalty.
- In case of a third penalty, he/she **will be banned from the entire placement season.**



# Query Resolution

## **Data discrepancy on the Placement Portal:**

The student must send an email with the necessary details to  
**tnpcell@nsitononline.in**

## **Inquiries regarding the company's process:**

The student should reach out to the Point of Contact (POC) listed on the company's form/Portal. If there is no POC mentioned, the student may contact the relevant Training and Placement Coordinator for assistance.

## **For requests of NOC/Internship Letter:**

Students must complete the form provided below. Upon submission, they will receive the NOC certificate within 24 hours.

**Form Link: Go to [www.tnepsut.in](http://www.tnepsut.in) --> Download/links --> Apply for NOC**

## **For informing any grievances:**

Students can reach out to Placement Coordinators/Training and Placement Officials or can go to the Training and Placement Section during working hours.

**Mail: tncell@nsitononline.in**



# Contact

## Prof. M.P.S. Bhatia

HOD- T&P Section

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