

PLACEMENT POLICY TO THE CORPORATES

1. Registration for UG/PG/MS By Research Placements

A. Corporates have to register either through Placement Portal or by filling the JAF (Job Announcement Form) and send it across to the Placement Officer.

B. For UG/PG Regular Placements, corporates have to register through placement portal that is active by August/September every year.

C. The Corporates will be informed to register their organization for conducting hiring program for UG/PG Students beforehand. Invitation for registration must be finished by November every year for Final December Placements.

2. Registration tenure:

Corporates can register from September to November of every year.

3. Last Date for Registration:

It will be first week of November (varies every year)

4. Confirmation of Slots to Corporates:

By Second week of November

5. Placement Season:

Regular placement season and personalized placement season.

6. Regular Placements:

Placements for UG/PG/MS by Research (Regular/Dual) will be conducted during 1st December to end of April. Based on the students left un-placed, the season may go till the end of May of year.

7. Personalized Placements:

Placements for MS by Research will be conducted throughout the year. Connecting the students to the industry is based on the tentative completion of the course by the students. These students also allowed taking part in the regular placements apart from personalized placements.

8. Slot allotment:

Based on majority of the student preferences through voting will be slotted. IIIT Hyderabad will allow the slot based on majority of the students interest and not on interest of any individual. The placement department at IIIT Hyderabad does not follow ANY DAY 0 or Day 1 slots as a part of on/off campus recruitment.

The Corporates have to confirm allotted slot to the Head of Placements in stipulated time or else the slot will be cancelled and will be given to next best company chosen by the students.

Slots once allotted will not be altered unless the situation and availability of the students demands the Head- Placements. The same will be informed to students and corporate prior.

Corporates have to strictly follow the guidelines for filling up the JAF in the portal. If any column is found in complete, such JAFs will not be considered for allotting the slots.

In particular whatever they have mentioned the CTC and Take home in the JAF has to be strictly offer to the students. If the corporate do not offer the promised salary Or any other benefits, such organizations will be BLACK LISTED and will not be entertained in future On Campus Placements.

9. Logistics:

Corporates have to communicate to the Head of Placements in regards to required logistics while confirm their slot.

No TA/DA/Accommodation will be offered to Corporate for conducting the recruitment.

Corporates can request for the following resources on campus for recruitment:

1. Hospitality: Break Fast/ Lunch/ Dinner/Snacks
2. Logistics: Public Address System at Conference Hall for Corporate PPT
3. Class Rooms for conducting of written test Or Computer Labs for System based on-line test, Corporate Control Room and Interview panel Rooms
4. The Rooms/Control Rooms/Interview panel with good lighting And Air-conditioning.

10. Letter of Intent or Email Communication for students:

Either on same day of interview or based on corporate rules, the corporate has to send the offer letters to the students for seeking their acceptance by copying Placement Head.

11. Corporate Presentation/Hiring Process:

Corporates have to give their presentation on the date of drive but not before the recruitment. The corporate will be given 45 minutes time slot for corporate presentation. No Corporate will be allowed to conduct the written test or part of recruitment before their allotted slot. They should finish the whole process in the allotted slot only.

12. Acceptance of Offer:

The acceptance of the offer by the students can be directly sent to the respective corporate copying to the placement officer.

13. Placement drive duration:

Keeping in view of tight schedule, the corporate have to complete the placement process on the same day (between 6 am to 9 pm) of the campus drive and release the initial offers immediately to the selected students.