



**STUDENTS' PLACEMENT OFFICE
INDIAN INSTITUTE OF TECHNOLOGY KANPUR**



Internship Policy 2022-23

- The Students' Placement Office follows a strict "One Student, One Internship Policy". Once a student is offered an internship, he/she is out of the internship process.
- On completion of the recruitment procedure, the company needs to submit the final list of offers in a closed envelope to the Placement Office. The offers will be opened at the end of the slot* when all companies finish their process.
- No "On the Spot" offers should be made nor can any clue be given to any of the candidates during the internship interview.
- In case a candidate receives multiple offers, the candidate must make a choice at the end of the slot. The companies will be intimated about the final choice of the candidate two hours after the end of the slot, or receipt of the offers, whichever is later.
- Since there is a high probability of multiple offers, the companies have to furnish a waiting list to the Placement Office along with the final offers. In case a candidate who is extended multiple offers chooses the other company, the first candidate in the waiting list moves up in the final offer list. The waitlist will not be disclosed to the students and will be released on a per-student basis.
- Companies are always advised to be in touch with the Internship volunteers and staff. They should not entertain any direct contact from the students appearing in the internship process. In case of such a situation, the company must bring this immediately to the notice of the Placement Office.
- The internship should be held during the period starting from 1st week of May 2021 to the 3rd week of July 2021.

* The slot allotted for the selection procedure by the Placement Office to the company is of 4-8 hours, depending upon the day of the week and the number of interviews to be conducted. Although the companies are allowed to conduct tests beforehand to shortlist the candidates.

In case of queries, contact Placement Coordinators.