

Adani Institute of Digital Technology Management (AIDTM)
PGDM 2024-26 || Big Data Analytics
Placement Policy

At AIDTM, we are committed to supporting students in their professional journeys through structured and transparent placement support. The following policy outlines the eligibility, process, and code of conduct governing placement activities.

1. Eligibility Criteria

- Students must meet the eligibility criteria specified by:
 - The recruiting company, and
 - The institute's placement policy.

2. Placement Guarantee

- AIDTM assures each eligible student a maximum of five placement opportunities.
- The institute has no obligation to provide further opportunities beyond the assured five.

3. Participation Guidelines

- Placement opportunities will be offered based on:
 - Company requirements, and
 - Resume shortlisting by the hiring organization.
- If a student confirms participation in a recruitment drive but fails to attend, they will be barred from all subsequent placement processes.
- Once placed, the student is not allowed to appear for further placement drives unless:
 - The new offer provides at least 1.5 times the annual package of the existing offer.
 - Example: If offered 6 LPA, eligibility for further placement is permitted only for companies offering >9 LPA.

4. Withdrawal Policy

- A student wishing to opt out of the placement process must submit a written request to the Placement Office, stating valid reasons.
- Voluntary withdrawal or non-participation during any stage of a recruitment process will lead to disqualification from future opportunities.

5. Screening & Attire

- Students must attend all pre-placement screening programs organized by the Placement Office if shortlisted.
- Professional attire is mandatory during all company interactions:
 - Men: Formal shirt, trouser, tie and blazer with leather shoes.
 - Women: Formal shirt, trouser and blazer, or salwar kameez with dupatta.

6. Placement Preparation Support

To enhance employability and confidence, the institute organizes the below-mentioned sessions, and it is mandatory to attend.

- Industry expert sessions.
- Grooming and English communication training.
- Resume preparation sessions.
- Mock interviews and group discussions.

7. Job Offer Protocol

- Students must inform the Placement Office of their decision upon receiving an offer letter.
- Non-communication within the stipulated time will be treated as a rejection.
- On acceptance of a new offer with a higher salary, any previous offer will automatically be considered declined.
- Backing out after accepting an offer is not permitted. If a student does so, they are responsible for securing their own placement.

Adani Institute of Digital Technology Management (AIDTM)

Student Consent for Placement

I, _____,

Enrollment No: _____,

a student of the PGDM in Big Data Analytics (Batch 2024–26) at Adani Institute of Digital Technology Management, hereby confirm that:

- I have read and understood the institute's **Placement Policy**.
- I agree to fully abide by the guidelines and code of conduct laid out above.

Signature of Student

Date: _____