

## PLACEMENT DECLARATION FORM

I (NAME IN CAPITALS) SUBHAJYOTI ROY a FINAL YEAR

student of BTech / MTech / MCA (please strike off what is inapplicable) at Heritage Institute of Technology, Kolkata, would like to receive placement assistance from my Institute. I have been informed that Placement Policy norms are to be followed in providing placement assistance from the Institute. I hereby declare that I will adhere to the placement rules mentioned below and agree that the Placement Policy which I have received on my official Heritage e-mail will apply with regard to my placement.

### Placement Rules:

- a) Placement assistance is only a Value Added Support service that is extended to students and does not guarantee a job opportunity, nor is it mandatory.
- b) ***No student against whom disciplinary action of any kind has been taken, or is being contemplated by the Institute, shall be allowed to avail of placement services offered by the Institute.***
- c) The Training & Placement Office (TPO) reserves the right to withdraw placement assistance - and even withhold / cancel a job offer made - to an eligible student if his/her conduct is found unsatisfactory or in repeated violation of the terms & conditions of the Placement Policy.
- d) Every candidate has to fulfil the recruiter's requirements as communicated by them, in addition to fulfilling all terms and conditions mentioned herein. ***Any relaxation in eligibility criteria shall strictly be at the discretion of the recruiter.***
- e) Students should not be absent from recruitment drives for which they are already registered, nor withdraw at any stage of the selection process.
- f) If a student fails to turn up for any stage of a recruitment drive **after registering for it**, he/she shall be deemed to have **violated** the terms & conditions of the Placement Policy and shall be excluded from placement assistance as below:
  - a. For the **first violation**, the Head - TPO can still allow the student in the next placement drive after satisfying himself / herself of the circumstances of the student's absence.
  - b. For the **second violation**, the student may be totally barred from appearing in any placement drive arranged by the TPO.
- g) To facilitate placement for a maximum number of students in any batch, it is the policy of the Institute to allow only one offer to any student. After the selection of a student is **confirmed** by a recruiter, the name of the student will be taken off the list of unplaced students and he/she will not be eligible to appear in any subsequent recruitment drive arranged by the Institute.
- h) As an exception, a placed student may be allowed to appear for one additional recruitment drive offering a salary that is at least double of his / her highest current offer, subject to the recruiter's consent. A "core" stream student placed in a software company may also be allowed to appear for one recruitment drive for his/her core industry, subject to the recruiter's consent.
- i) Once a job is offered to a student through campus placement, it is expected that he/she join the organisation. Failure to do so can result in Heritage being excluded from future recruitment by the company concerned, besides depriving other unplaced students of a placement opportunity.
- j) It must be clearly understood that the Institute contacts various recruiters and puts all effort to get them to recruit our students through ON-CAMPUS/POOL-CAMPUS/OFF-CAMPUS/VIRTUAL modes, but has no role in the process of selection, nor in the choice of function/location being offered, which are driven purely by the recruiter's business demands. While it is our effort to facilitate placement for a maximum number of students, 100% placement covering all the students may not be possible.

- k) It must also be understood that many companies have service agreements (monetary / non-monetary) for varying periods as part of their placement offer, with strict provisions for penalty in case of violation of these terms. The TPO neither has any role in this, nor is in a position to influence changes to these terms. Students selected by any such company will be considered placed from a TPO standpoint.
- l) Students planning to pursue further studies or other interests must state their intention thereof during Placement Declaration or at the earliest opportunity thereafter. Any placement opportunity provided by the TPO is only for those who want to pursue a career in industry.

### **Criteria of Eligibility**

- A student seeking placement support through the TPO should normally have 60% or equivalent score throughout his / her academic career without standing arrears/gaps. Furthermore, he / she has to satisfy additional eligibility criteria, if any, set by the specific company.
- If the recruiting company has any other relaxed/stringent norms, notification to that effect will be given by the TPO and eligible candidates thereof will be allowed participation on a case by case basis in consultation with the recruiter.
- **In addition to the above basic rules, placement for students will be governed in general by the Placement Policy of the Institute, which has been sent to each student's official Heritage e-mail.**

### **Declaration**

**I declare that I have studied the above mentioned rules and accept them in totality without any reservations.**

**Signature:**  **Date:** 03-08-2024

**College Roll No:** 2151278      **Stream:** CSE      **Year of Passing:** 2025

**Mobile No:** 9007870211      **Heritage E-mail ID:** subhajyoti.roy.cse25@heritageit.edu.in