

PLACEMENT POLICY 2024-2025

The following document is irrevocable. No exceptions are allowed to any clause or statement until otherwise explicitly mentioned by the Placement Advisor and Placement Team.

Clauses:.

1. A student who maintains at least **65%** attendance in the MCA Ist / IInd semester & MSc. Ist / IInd semester (maximum of both) will be allowed to participate in the placement test. **55-65%** attendance students shall be given a warning and will not be allowed to participate in the placement drive for two companies after which their attendance in the third semester will be examined. Students with attendance **<55%** will not be allowed to participate in the placement drive for four companies after which their attendance will be examined in III semester. All students **MUST** maintain **65%** in the III semester at ALL times. However, if less than two weeks have elapsed in III semester, the students will be allowed to appear after 0/2/4 companies as mentioned above.

2. Each student can take **at most two job offers** (regardless of whether the student accepts or rejects the offer).
3. The **CTC conveyed by the company will be considered as the final package offered by the company, irrespective of the format of breakage (if provided).**
4. **All mentions of CTC, relations between CTCs, the limit on CTC, and the calculated amount in clauses 5-7 are final. No rounding-off, approximation, or padding is allowed.**
5. If a student gets a job offer of a higher CTC by a company then they will **not** be allowed to sit for companies offering lower CTC.
6. After availing the first job offer, further placement procedure of the concerned student will be bound by the following:
 - a. If the **current offered CTC stands at 12 l.p.a or more (i.e ≥ 12)**, their participation as a prospective candidate in the placement procedure further ceases after that point. No window of time will be allowed.
The only exception being Clause 7.
 - b. If the current offered CTC stands at **smaller than 12 l.p.a. (i.e < 12)**, the student is allowed to further participate in the placement procedure of companies that offer CTC **greater than or equal to 1.75 multiplied with CTC of the first job offered to the student. (i.e $\geq 1.75 * \text{CTC of the first job offered to the student}$).**
7. All students having availed **at most one offer (irrespective of the CTC)** will be eligible for companies that offer CTC **25 l.p.a or greater (i.e ≥ 25).**
8. The eligibility of a student for a company will be determined based on **clauses 5,6 and 7**, taking into consideration the CTC being offered by the company and the CTC of the first job offered (if there is one) to the student. **If a student becomes ineligible for a company at any time (even during a company's ongoing placement process), the student will not be allowed to continue further in that company's placement process. The PO will take the final decision depending on the merit of the case.**
9. If a company offers a package range, then the **lower limit** of the package range will be considered as the final package offered by the company, i.e, the **lower limit** of the package range will be used for determining the eligibility of the student.
10. If a student receives an offer from a company which was offering a package range initially, then their eligibility for subsequent companies will be determined by considering the package of the student, the one which has been offered to them by the company, **not the lower limit** specified in the company's package range.

11. If in a company's presentation, a new package is offered by the company, then the eligibility of the students will be re-evaluated based on the new package offered by the company. **Only the students present during the presentation will be considered for re-evaluation and they will be allowed to sit for that company's placement drive, only if they satisfy the placement criteria as per the new package offered by the company.**
12. It is assumed that every student fulfilling the criteria of a company is willing to apply to that company. It is assumed that you have committed to appear for a company's placement process if you are eligible for it (unless informed, as stated in **clause 13**).
13. However, if a student realizes that they will not be able to appear for any of the companies in which they are eligible, they must inform the Placement Team through an email regarding the same at the official placement email ID (placements@cs.du.ac.in), **within 24 hours of receiving notification of the company's visit with valid proof**, failing which they will be considered as a **defaulter**.
14. If a student commits to appear for a company's placement process, and then does not turn up at the required premises on the day of that company's placement drive, then he or she will be considered as a **defaulter**.
15. **No student is allowed to back-out from the placement process of any company at any stage**, that is, after the Pre-Placement talk (ppt.), after written tests or interviews, after giving their count for the process, except in case of an emergency. Anyone doing so will be considered as a **defaulter**.
Note: If there is an **emergency** then the student must contact a member of the Placement Team as well as the Placement Advisor (Dr. Om Pal).
16. No student is allowed to share any data regarding campus placements with any person during interviews or anywhere outside the department. If a student does so then he or she will be considered a **defaulter**.
17. No student is allowed to contact any company HR or personnel associated with campus placements during the complete placement session. If a student does so then he or she will be considered a **defaulter**.
18. If a student gets caught cheating during the interview process of any company by the company's members, then he or she will be considered a **defaulter**.
19. **Students are obliged to submit verifiable information/documents in stipulated time to the Placement Team during the placement process, if and when asked to.** Strict action will be taken against those who fail/refuse to cooperate.
20. Only one offer letter will be provided by the department, which will be as per the student's choice. The student will have to write a formal email to the company (cc: placements@cs.du.ac.in) whose offer they will decline. The only

exception to this clause: if a student satisfies the condition specified in **clause 23.b.iii**

21. All placements arranged by the Placement Team will be treated as '**On Campus**' placements. Even if the drive is held outside the department's premises and/or the company visits for the **nth** (n being a natural number) time, as long as it has been arranged by the placement team it will be bound by this policy. All the clauses of this policy will be applicable.

22. A person is free to appear in any number of companies without the involvement of the Placement Team. These will not be a part of campus placements and this policy's clauses will not be applicable.

23. Internship Clause:

There will be three categories of companies for internship: Only Internship offer, Internship + Final job offer, and Internship + Conditional job offer.

a. Only Internship:

- i. A student can have at most one internship offer, **paid or unpaid**.
- ii. Only the students who have not received any offer (job/internship) will be allowed to sit for the placement drives of companies offering the only internship.
- iii. If a student gets an internship only then it will not be considered as a job offer and the normal rules shall be applicable.

b. Internship and Conditional/Final job:

- i. An Internship + Conditional job offer will be counted as a normal job offer. It will be included in one of the 2 job offers a student can take (as specified in clause 2).
- ii. An Internship + Final job offer will be counted as a normal job offer. It will be included in one of the 2 job offers a student can take (as specified in clause 2).
- iii. If a student has an Internship + Conditional job offer from a company and if the company rejects the job after the internship, they can consider their other job offer. Department would provide the validity details of their selection but the acceptance will be at the discretion of the company involved.

24. **If a student agrees to an offer and it is subsequently revoked during the ongoing placement session**, the decision regarding whether the student can participate in placements again will be made by the Placement Team and Placement Advisor.
25. **Candidates must furnish their original details to the Placement Team.** In case a student is found giving their false details, they may be debarred from the placement process.
26. All the information would be **circulated through emails only. Any clarification must be obtained through mail** (placements@cs.du.ac.in) only.
27. **Action against defaulters:** If a student is a defaulter according to **clause 13/14/15/16/17/18** the following action will be taken against them.
- If the student is found to be a **defaulter** for the **first time**, then they will be debarred from **the next 'On Campus' company** in which they **will be eligible**.
- If the student is found to be a **defaulter** for the **second time**, then they will be **debarred from the whole placement process**.
28. If any student has any kin (relative) in a company coming for on-campus recruitment then they should inform the Placement Coordinators in advance so that PCs can confirm the eligibility of such a student beforehand. If the PCs are not informed in advance then the student stands high chances of getting their job offer canceled later. The student should **inform the PCs within 48 hours of receiving notification** of the company's visit.
29. **If the Placement Team asks any student to be present during a company's placement drive, they are obliged to come.** Strict actions will be taken against those who refuse to cooperate.
30. In case a student wishes to get a company for on-campus placement drive through his/her own contacts, it will be allowed. However, no special privileges shall be given to the candidate in this regard. The eligibility of that candidate to sit for the brought company shall solely be decided based upon the eligibility criteria mentioned above in clauses **5,6 and 7**.
31. **In all cases of disputes, the decision of the Placement Advisor and the Placement Team shall be final. Every student needs to accept it. No further disputes shall be entertained.**

Placement Advisor

Dr. Om Pal

Placement Team

Mayank Kharab

Meetali Madhusmita

Yashi Sharma

Hajra Ashraf

Shreshtha Kumar Gupta

Yatin Garg

Vishesh Goyal (Treasurer)