

SRM Group of Institutions (Ramapuram & Trichy Campus)

Training & Placement Department

Placement Policy

Categories of Companies:

- ❖ Marquee: Salary package higher than 20 lakh per annum
- ❖ Super Dream: Salary package between 10 and 20 lakh per annum
- ❖ Dream: Salary package between 5 and 10 lakh per annum
- ❖ Regular: Salary package less than 5 lakh per annum
- ❖ Core companies with less than 10 lakh per annum will also be treated as dream companies regardless of salary package

Invitation Process:

- Campus Placement Process to commence at the end of the sixth semester
- Marquee, Super Dream and Dream Companies are invited to be part of the process in the first three months known as 'Day0' slot
- Top IT Services recruiters (recruiting in large numbers) are invited to conduct their processes in the month of September / October in a single slot simultaneously known as 'Day1' slot
- Other IT Services recruiters are invited to participate after October
- Core companies are to be invited after October with a few exceptions
- The individual dates within Day 0 and Day 1 are allotted based on Job Description, Salary Package and Past Relationship with the recruitment companies
- Companies with significantly higher salary packages and looking to recruit in numbers will be offered earlier dates in Day0
- Companies visiting the campus continuously for the past three years will be offered preferential dates

Student Eligibility:

- The placement registration of the students is done through placement portal after Faculty Placement Coordinator (FPC) validates the information (including marks, backlogs, education gap, etc.,) provided by the students
- Students can update their database in the placement portal subject to approval from FPCs. If a student is found providing false data, then the student will become ineligible for further placement drives
- If a student is interested in pursuing higher studies / entrepreneurship, then the student will not be allowed to sit for the placement processes other than mass IT recruiters
- If a student with placement offers from dream/core/super dream/marquee companies is found going for higher studies by not honoring the placement offers, then the college will not support him/her for higher studies by not issuing Letter of Recommendations (LORs)
- Every participating organization shares their job profile, designation and compensation package with the students well in advance along with eligibility criteria. For every placement process, the eligible students who are interested in the roles offered by the companies need to apply through placement portal
- Eligible students need to apply for a drive within stipulated time mentioned for the particular drive. On-the-spot registration for the drives will not be entertained

On the day of the process:

- Faculty Placement Coordinator (FPC) and Student Placement Coordinator (SPC) will take the attendance of the participants involved

in the placement drive

- Placement Office will consolidate the attendance report
- Any eligible student who indicates interest but does not attend the selection process will become ineligible for further placement drives. Exceptions will be decided by the Placement Office based on the merits of the cases
- Formal dress code is mandatory for all the placement processes

Acceptance of an Offer:

- Before applying for any process, the student should check the job descriptions and skills required for a particular role. After getting selected, a student will not be able to decline the offer made by the company. By virtue of selection, a student has to accept the offer. Placement Office will send an official confirmation mail to the companies regarding the offer acceptance after every placement drive
- A student who receives the offer is expected to join the company as and when the company asks them to join
- If a student does not join the company after receiving the offer, then a penalty will be imposed by the institute (Letter of recommendation for higher studies will not be provided by the college if a student does not join the company after receiving the offer)

Rules regarding offers made:

- Any offer (full time / internship / on-campus / off-campus) made by a company to a student will have to be accepted by the student and the offered student will be out of other placement processes except as detailed below
- **Marquee:** A student receiving an offer from a Marquee company is out

of all further placement system and cannot participate in the process of any other company

- **Super Dream:** A student receiving an offer from a Super Dream Company becomes eligible for

- ☐ marquee companies offering at least 2 times of the current package

Ineligible to participate in any other processes of

- ☐ Super Dream / Dream / Core / Regular companies
- ☐ Marquee companies offering less than 2 times of the current package

- **Dream / Core:** A student receiving an offer from a Dream / Core company becomes eligible for

- ☐ Marquee companies
- ☐ Super Dream companies offering at least 2 times of the current package

Ineligible to participate in any other processes of

- ☐ Dream / Core / Regular companies
- ☐ Super Dream companies offering less than 2 times of the current package

- **Regular:** A student who receives an offer from a Regular company becomes eligible for

- ☐ Marquee / Super Dream / Core Companies
- ☐ Dream companies offering at least 2 times of the current package

Ineligible to participate in any other processes of

- ☐ Regular companies
- ☐ Dream companies offering less than 2 times of the current package

General Placement Rules:

S. No.	Points	Actions
1	Students aspiring for Higher Studies /Entrepreneurship / Civil Services exams	Will not be allowed to sit for placements other than IT mass recruiters
2	Not applying for any company in the placement portal for consecutive 5 eligible companies	Will be blocked from attending next 10 placement processes
3	Not attending the placement process after applying in the portal (without pre-approvals or valid reasons)	Will be blocked from attending next 10 placement processes
4	Not applying for the companies within the stipulated time	Spot registration will not be entertained
5	Not turning up for the interviews after getting shortlisted from the online test	Will be blocked for the entire campus season
6	Not updating the marks/arrear Status in the Portal	Will be blocked until the student updates the mark in the portal
7	Informing the interviewer that the student is not interested in the job profile in the Technical / HR interviews	Based on specific feedback from company, the student will be blocked for the entire campus season
8	Not bringing necessary documents for placement process even after informing the students well in advance	Will not be allowed to attend the process
9	100% attendance is mandatory for all the placement training programs	If a student doesn't maintain a min of 80% attendance across all the placement training programs, then the student will not be allowed to sit for dream, core, super dream and marquee companies

- **Day 1:** It is mandatory for all the eligible students to participate in the placement processes of Day 1 companies
 - A student who receives offer from more than one company in Day 1 slots have to choose their preferred Day 1 company within 2 days of the final results
- **Internship offers:** As per the industry standards, the internship offers will be treated at par with full time offers
- **Off-campus offers:** will be treated at par with on-campus offers; Student must inform Placement Office about the off-campus offers for further processing
- **Correspondence:** Any correspondence between a student and the recruiter at any point of time must be routed through the Placement Office until the student joins the company after graduation
 - Student must always use their official mail Ids for any correspondence

Placement Training:

- 100% attendance is mandatory for all the placement training programs. Absenteeism will be viewed seriously