



Devi Ahilya Vishwa Vidyalyaya, Indore (M.P.)
Centralized Placement Cell (CPC)

Guidelines Laid by Centralized Placement Cell (CPC) - Devi Ahilya Vishwavidyalaya Indore to the students before appearing for the Placement Drives. These Guidelines will be effective from March 2025		
1	Mandatory Form Submission	The CPC team will send you a Google form containing detailed profiles of all companies visiting for the campus drive. You are required to fill in all fields accurately
2	No Room for Error	Ensure that every entry is completed with precision. Incomplete or incorrect submissions will not be tolerated
3	Research the Company	Before attending any placement drive, thoroughly research the company's profile, work culture, job roles, growth opportunities, and compensation packages to ensure it matches your long-term goals.
4	Be Selective	Apply for companies that align with your skill set. Entering drives for every company reduces focus and may give a poor impression if you are unsure or uninterested
5	Know Your Interest	Choose companies based on your career goals and interests. Avoid applying to companies offering roles that do not align with your aspirations (e.g., if you're more interested in technical roles, avoid management-only companies)
6	Salary Package vs. Job Role vs Environment	Don't get swayed solely by high salary packages. Assess the job role, work-life balance, and growth potential. Sometimes, a lower-paying role may offer better long-term career satisfaction.
7	Previous Batch Reviews	Check feedback from seniors who have been placed in the company to gain insights into the actual work environment and career prospects before choosing it
8	Eligibility Criteria	Ensure you meet the company-specific eligibility criteria, such as minimum percentage/CGPA, year of passing, and any required certifications.
9	Updated Resume	Have an updated resume with all relevant academic, technical, and extra-curricular achievements. Tailor the resume to highlight skills that match the company's requirements
10	Dress Code	Follow the formal dress code for the placement drive. Typically, business formals are required
11	No Backlogs	Ensure that you do not have any active backlogs, as many companies require candidates to clear all subjects before placements

[Handwritten signatures and initials]



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12	Declining Offers	If you're not interested in a company, it's better to not attend the drive rather than declining an offer later, as it affects both your and the institution's reputation
13	Placement Offer Limits	Understand the Institution's policy on Multiple Placement Offers. Often, once you secure an offer, you may not be allowed to sit for other drives unless it is declared as DREAM by CPC. Once, you are selected in any Dream Company then you won't be allowed to appear in any campus drive and you have to join that Dream Company.
14	Full Commitment Required	Once you apply to a company, you are obligated to complete the entire recruitment process. Any failure to participate in any step will result in immediate disqualification, and you will be barred from future placement opportunities.
15	Debarment from Future Placement Drives	If a student starts the placement process with a company (e.g., attends the pre-placement talk, completes tests, or interviews) but withdraws or leaves the process midway without a genuine reason or prior notice, he/she will then be debarred from participating in future placement drives. This rule ensures fairness to other students and maintains the university's reputation with recruiting companies
16	Adherence to Company Policies	Once selected, adhere to the company's joining date and any other requirements mentioned in the offer letter
17	Placement Guidelines	Follow the placement office guidelines regarding company recruitment policies, such as restrictions on attending multiple drives after securing an offer
18	Integrity	Be truthful about your qualifications, experience, and skills. Any discrepancy can lead to disqualification or future issues

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Kutumbale
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