



Placement Policy 2023-24

General Guidelines

- 1) Sitting for placements is not mandatory, students must register for companies as and when they come.
Only registered students will be allowed to sit
- 2) Strict adherence to Dress Code is mandatory
- 3) TPO holds the authority to disqualify a student for inappropriate behaviour
- 4) If a student gets an offer from campus, he/she is considered placed irrespective of his/her acceptance
- 5) If a student gets placed/accepts PPO and immediately joins the organization, then he/she cannot sit for any placement opportunity whatsoever
- 6) Final decision for any placement related activity rests with Dean Academics

One Student, Two Job Offers

- At ABES Business School, we follow – One Student, Two Job Offers Policy
- If a student gets placed, he/she can sit for another company only if the difference between CTCs offered is 50% or more
- Eg. If Akshay is placed at CTC of 5 LPA, then he can sit for companies offering more than or equal to 7.5 LPA
- Cases related to different specializations are explained next

Cases – One Student Two Job Offers

Akshay got placed at CTC 5 LPA for Marketing Profile. He has two specializations, Marketing and Finance.

- 1) Case 1 - A company comes offering 5.5 LPA, in marketing specialization – **He cannot sit**
- 2) Case 2 - A company comes offering 5.5 LPA, in Finance specialization – **He can sit**. If he gets selected, then he cannot sit for any other company irrespective of package or specialization
- 3) Case 3 - A company comes offering 5.5 LPA, irrespective of any specialization – **He can sit**. If he gets selected, then he cannot sit for any other company irrespective of package or specialization
- 4) Case 4 - A company comes offering 7.5 LPA, irrespective of any specialization – **He can sit**. If he gets selected, then he cannot sit for any other company irrespective of package or specialization

Reasoning

- ABES Business School strives to provide adequate employment opportunities to all students and maintain good relations with Corporates
- Through this policy, we allow students to try for best placement opportunities, at the same time, keeping good relations with corporates
- Through this policy, indirectly we are asking corporates to pitch higher packages. This will ensure selected students are not eligible for any more campus offers
- Hard working and sincere students get a chance to take best offers whereas other students don't lose out on placements

Pre Placement Offer (PPO)

If a student gets a PPO, there are two scenarios –

- 1) He/She Accepts – In this case, student is considered placed and details mentioned in Page 3 and General Guidelines will follow
- 2) He/She Does not Accept PPO – In this case, student is considered unplaced and is eligible for placements

Internships – One Student, One Internship

- If a student gets internship from college, he/she cannot sit for future Internship opportunities from college
- If internship is from college, then 3 months timeline is allowed (both in paid and unpaid internships)
- If internship is from student's source, then 3 months internship will be allowed only if the internship is paid
- If a student gets selected for an internship from college, then he/she is considered Internship Provided. This student cannot sit for any other internship opportunity from campus irrespective of his/her acceptance

Job Search in Between Internship Case

Akshay is interning at ABC Pvt. Ltd. Its been 3 days since he joined. He comes to know that XYZ Pvt. Ltd. is coming to campus for recruitment. Can he sit for a job while interning? How can he join another org. while interning in some other?

- Training and Interning are different. If the company has selected a student for internship, then that student is not considered placed
- If a company has selected a student for job, with a training period, then the student is considered placed and guidelines on page 3 will follow
- In this case, Akshay will have to take leave from internship and then come for placement procedure.
- During the procedure he must tell XYZ Pvt. Ltd. that he is interning at ABC Pvt. Ltd.
- If he gets selected, then Akshay has to serve notice period at ABC, before switching to XYZ

Reasoning

- ABES Business School strives to provide adequate employment opportunities to all students and maintain good relations with Corporates
- Therefore, if a student sits for the procedure, gives his/her best to get selected, it shows student has genuine interest in that organization. Then, student cannot decline saying, I am not interested.
- This will spoil our corporate relations and deserving/willing students will also miss out on opportunities
- If the internship is unpaid and arranged from student's side, then credibility is an issue as this could just be an on paper internship where student does not learn or do any work

Submission of Offer Letters

- Once a student gets an internship from campus or through other means, he/she must mail the offer letter to TPO
- This will allow him to get NOC from college if needed
- If a student has received two job offers, then both offer letters must be provided
- If Offer Letter is pending, then confirmation mail from the company will suffice till Offer Letter is received

Joining Dates

- Students must join their organization on dates specified during Pre-Placement Talk
- College provides NOC after vetting each case depending upon Stipend/CTC, Company Profile, Location etc.
- Students must pre-inform their organizations that they will have to take leave for Semester End exams
- Academics of students joining the company between academics, will be taken care of in a separate manner

Escalations

- If a student shows interest in a company's drive by filling the form, this means that student is interested. If he/she does not turn up after filling the form, no action will be taken for the first time. If repeated, then the student **will be permanently barred from campus placements. This is true for both job and internship**
- If a student gets selected for an opportunity (Job/Internship), and refuses to accept the offer, he/she will be considered placed and barred from campus placements

Procedure for Campus Placements – Job/Internship

- JD to TPO – Job Description will be shared with TPO. He will analyze and decide whether this needs to be shared with students. If any doubts, he will contact company's HR for details
- JD Shared – Over mail/WhatsApp, JD will be shared with all students
- JD Session – TPO will organize a session on JD where students are free to ask their questions and understand details. Both TPO and CCPD members can conduct this JD Session
- Undertaking and forms filling – A form will be shared and interested students have to fill. This form will be an undertaking that students have cleared their doubts, are fine with commute etc. and therefore, would like to apply.
- Job Specific Training – TPO will organize company specific training which is essential for all students who filled the form
- Placement Day – Pre-Placement Talk followed by selection procedure
- Confirmation – Selected students have to confirm they are joining

Not Interested in Placements

Since sitting in placements is not mandatory, students who wish to drop out of placement procedure must submit the form to TPO