Training and Placement Cell Policy

Ref: TKRC/POLICY/September-2026/1

Sub: with reference to the Governing Body minutes of meetings held on 17.09.2026

Vision

To be a Centre of Excellence in career development by empowering students with industry-relevant knowledge, professional competencies, innovation, and leadership qualities, while fostering strong industry partnerships to achieve exceptional career opportunities and global employability.

Mission

- Develop industry-ready professionals by enhancing technical expertise, communication skills, aptitude, leadership, and professional ethics.
- Promote continuous learning and innovation through certifications, research, emerging technologies, and skill development programs.
- Provide comprehensive career guidance and placement support to help every student achieve their professional aspirations while contributing responsibly to society.

Training Objectives

- Design and deliver industry-oriented training programs to enhance students' employability.
- Develop communication, behavioral, and professional skills for workplace success.
- Continuously evaluate and improve training programs based on industry needs.
- Organize industrial visits, guest lectures, and expert sessions to provide practical exposure.
- Conduct recruitment-focused technical training aligned with company requirements.

Placement Objectives

The Training & Placement Cell is dedicated to enhancing students' employability by establishing strong industry partnerships and providing comprehensive career development support. The key objectives are:

- Develop and maintain strong relationships with recruiting organizations through placement

portals, industry visits, and corporate collaborations.

- Foster continuous industry–institute interaction by organizing guest lectures, industrial visits, in-plant training, internships, and industry-oriented projects.
- Provide professional career counseling to help students identify their career aspirations and prepare for suitable employment opportunities.
- Strengthen the alumni network to facilitate mentoring, industry connections, internships, and placement support.
- Plan and coordinate campus recruitment drives efficiently to maximize placement opportunities for eligible students.
- Deliver structured Career Readiness Training (CRT) to enhance students' technical knowledge, aptitude, communication, and professional skills.
- Equip students with the confidence, competence, and industry exposure required to succeed in today's competitive job market.

Mechanism (Placement Drive Flow)

1. Organizations are invited to participate in the campus recruitment process.
2. The organization is required to communicate the detailed process requirements.
3. The organization is expected to deliver a Pre-Placement talk (PPT) prior to the Final Placement Process.
4. Process of recruitment will be started.
5. To make a job offer, the organization representative will have to fill-up the job offer form that will be made available on the campus.
6. A job offer must specify Position offered, Remuneration and Job description.
7. The representatives of the organization should have the authority to make the final job offers immediately after the interviews.
8. The Organization can get in touch with the Student Representatives till the joining of candidate for further queries and clarifications,

Roles and Responsibilities of the Training & Placement Cell

1. Organize and coordinate campus and off-campus recruitment drives for eligible students.
2. Maintain a dedicated Training & Placement Cell with a full-time faculty coordinator to oversee placement activities.
3. Identify and establish collaborations with high-package recruiters and core industry companies.

4. Develop and maintain a comprehensive database of corporate recruiters and placement opportunities.
5. Build and strengthen relationships with industry professionals and corporate organizations.
6. Provide continuous career guidance and placement support to students for approaching potential employers.
7. Organize soft skills, aptitude, technical, and personality development training programs to enhance employability.
8. Invite reputed companies and organizations to conduct campus recruitment drives.
9. Coordinate all logistics and infrastructure required for the smooth conduct of recruitment processes.
10. Facilitate the collection and distribution of offer letters and appointment letters to selected students.
11. Coordinate industrial visits, internships, and in-plant training opportunities in collaboration with industries.
12. Monitor students' placement progress and provide mentoring to improve placement outcomes.
13. Maintain placement records, recruitment statistics, and prepare periodic placement reports.
14. Promote industry–institute interaction through seminars, guest lectures, workshops, and MoUs.
15. Strive to achieve the highest possible placement percentage with quality career opportunities for students.

On Campus Placement Drive Procedure

- Organizations are invited to participate in the campus recruitment process and are requested to intimate their participation through the Placement Participation Form attached with this brochure.
- The organization is required to communicate the detailed process requirements (number of selection rounds, panels, and process specific requirements) prior to the Placement process
- The organization is expected to deliver a Pre-Placement talk (PPT) prior to the Final Placement Process. This would provide an opportunity for both students and the organization to know each other better and clarify the doubts.
- Process of recruitment will be starts with Aptitude Test, Group Discussion, Technical Interview and followed by Personal interview will be arranged, this process followed as per the company procedure.
- To make a job offer, the organization representative will have to fill-up the job offer form that will be made available on the campus. An offer is considered valid only when this form, duly filled in by the representative, is handed over to the Placement Chairperson of the Institute
- The organization is requested not to communicate the offer to the candidate directly. A job offer must specify Position offered, Remuneration and Job description
- The representatives of the organization should have the authority to make the final job offers immediately after the interviews

- The Institute shall host the representatives of the participating organizations and provide all necessary assistance to make their stay comfortable. The Placement Committee will be glad to arrange for the stay of the representatives at BCE. Guest House facility will be extended as required.
- For further queries and clarifications, the Organization can get in touch with the Student Representatives or T.P.O.

Placement Policy Guidelines

1. All eligible students must register with the Training & Placement Cell (TPC) at begining of the 7th semester by submitting the prescribed registration form.
2. Students must satisfy the minimum CGPA requirement prescribed by the Training & Placement Cell, in addition to meeting the eligibility criteria specified by the recruiting organization. Eligibility requirements may vary from company to company.
3. A student with indiscipline case(s) will be disqualified from campus placement process
4. Students must attend all the training programs conducted by the institute.
5. Students planning to pursue higher education, entrepreneurship, government services, or any career option outside the campus placement process must inform the Training & Placement Cell in writing before the commencement of the 7th semester**.**
6. Students must participate in job fairs, pooled campus drives, and off-campus recruitment events as instructed by the Training & Placement Cell.
7. Registration for a recruitment drive signifies the student's commitment to participate in the complete selection process. Withdrawal after registration without a valid reason may attract disciplinary action as per the Placement Cell policy.
8. Any student found providing false information or forged documents during the placement process will be disqualified from all placement activities and may face disciplinary action.

Campus Placement Policy

The following policy has been framed to ensure a fair, transparent, and efficient campus recruitment process for all eligible students.

- All students who satisfy the eligibility criteria prescribed by the Training & Placement Cell and the recruiting organization are eligible to participate in campus placement drives.
- All eligible students who have not secured a confirmed job offer shall have equal opportunity to participate in the recruitment process of all eligible companies.
- **Multiple Opportunities Based on Salary Package**

Students who have already secured a placement may continue to participate in subsequent recruitment drives only if the new company's compensation package is higher, as per the following policy:

1. **Placed below ₹3.00 LPA:** Eligible for companies offering **₹4.00 LPA and above**.
2. **Placed between ₹3.00 LPA and ₹4.00 LPA:** Eligible for companies offering **₹5.00 LPA and above**.
3. **Placed above ₹4.00 LPA:** Eligible for companies offering **₹5.50 LPA and above**.
4. **Companies offering ₹7.00 LPA or above:** Open to all eligible students, irrespective of their placement status.

- Students receiving multiple offers during the same recruitment cycle may choose **only one final offer** after all results are announced.
- Internship offers with the possibility of full-time employment after successful completion of the internship shall be treated as internship offers. Students with such offers may continue participating in other placement drives until a final employment offer is confirmed.
- Students shall not request any recruiter to keep an offer pending or extend the deadline for accepting an offer. Such actions will be considered a violation of the Placement Policy.
- Students who accept an offer must honor their commitment and complete the joining process. Withdrawal after accepting an offer without a valid reason may result in disqualification from future placement assistance.
- Students securing employment through off-campus drives, internships, referrals, or personal efforts must inform the Training & Placement Cell with supporting documents for official records.
- The Institute facilitates placement opportunities by providing a common recruitment platform. Selection decisions rest solely with the recruiting organizations, and placement cannot be claimed as a right.
- Students are expected to maintain discipline, punctuality, professional attire, and ethical behavior throughout the recruitment process. Any misconduct may lead to suspension from campus placement activities.