



Ested.: 1983



DTE Code: EN6214, MB6214, MCA6214, BBA6214

K.E. Society's

RAJARAMBAPU INSTITUTE OF TECHNOLOGY

An Empowered Autonomous Institute

Approved by AICTE New Delhi DTE, Govt. of Maharashtra

NAAC Accredited 'A+' Grade NBA Accredited

Ref. RIT/TP6/3388-1/2025-26

Date: 18 MAY 2026

RAJARAMBAPU INSTITUTE OF TECHNOLOGY, RAJARAMNAGAR

TRAINING & PLACEMENT CELL

FINAL YEAR PLACEMENT POLICY

Applicable for B. Tech, MBA and MCA Students (Applicable for 2026-27 Batch)

1. Objective

The objective of this policy is to streamline and regulate the campus recruitment process and ensure that all final-year students participate in placement activities with professionalism, discipline, commitment, and integrity. Compliance with this policy is mandatory for all students registered with the Training and Placement Cell.

2. Placement Registration

- Placement registration shall be conducted once at the beginning of the final year.
- Students must complete the registration process within the stipulated timeline to be eligible for campus placements.
- The final list of registered students will be shared with recruiting organizations based on their eligibility criteria.
- Once registered, students shall be considered available for all suitable placement opportunities unless otherwise approved by the Training and Placement Cell.

3. Participation in Placement Training

- Attendance in all placement-related training programs is mandatory.
- These programs may include aptitude training, technical training, coding assessments, soft skills development, resume-building workshops, group discussion practice, mock interviews, and company-specific training sessions.
- Students failing to attend such activities without prior approval or a valid reason may be debarred from placement activities.
- The decision regarding debarment shall rest with the Training and Placement Cell.

4. Participation in Recruitment Drives

- No separate registration shall be conducted for individual recruitment drives.
- Eligible students will automatically be considered for companies matching their academic profile and the company's eligibility criteria.
- Once shortlisted, participation in all stages of the recruitment process, including the Pre-Placement Talk (PPT), assessments, group discussions, technical interviews, HR interviews, and other evaluation rounds, shall be mandatory.



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- Students are responsible for regularly checking official communication channels for recruitment-related updates.

5. Absenteeism Policy

- In case of a genuine medical emergency or unavoidable personal circumstances, students must obtain prior written permission from both the Head of Department (HOD) and the Training & Placement Officer (TPO).
- Relevant supporting documents may be required for approval.
- A student who remains absent for two placement drives without approved justification shall be considered as "Not Interested in Placement" and will be removed from all subsequent placement activities.
- Reasons such as package offered, job location, job profile, work shift, bond conditions, or personal preferences shall not be considered valid grounds for absence after shortlisting.

6. One Student – One Offer Policy

- Once a student secures a job offer through the campus placement process, the student shall be considered placed.
- Such students shall not be permitted to participate in any further campus recruitment drives.
- Students must participate in recruitment processes only if they have a genuine intention to join the organization upon selection.
- Any student declining an offer after final selection without a valid reason approved by the Training and Placement Cell may be debarred from all future placement activities.
- Students are advised to carefully evaluate the company profile, compensation package, job role, location, and employment conditions before participating in the recruitment process.

Exception

Any exception to the One Student – One Offer Policy shall be considered only under extraordinary circumstances and solely at the discretion of the Training and Placement Cell and Institute Authorities. The decision of the Training and Placement Cell shall be final and binding.



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7. Internship-cum-Placement Opportunities

- Internship-cum-Placement opportunities shall be treated as final placement opportunities.
- Students selected for such opportunities shall be considered placed.
- Conversion of the internship into a full-time role shall depend on the student's performance and the employer's evaluation criteria.
- Students are expected to complete the internship professionally and diligently.

8. Offer Acceptance and Joining Responsibility

- Students receiving an offer through campus placement are expected to accept the offer and join the organization as per the terms communicated by the employer.
- Failure to join after accepting an offer may adversely affect the institute's relationship with recruiters and may invite disciplinary action.
- Students shall be solely responsible for fulfilling all joining requirements communicated by the employer.
- Students must upload a copy of their offer letter to the designated portal immediately upon receipt. In addition, they are required to submit a hard copy of the offer letter to their respective Training and Placement Coordinators (TPCs) without delay.

9. Code of Conduct and Disciplinary Actions

Any student found involved in any of the following activities shall be subject to strict disciplinary action:

- Submission of false, forged, or misleading documents.
- Providing incorrect academic or personal information.
- Impersonation during online or offline recruitment processes and trainings
- Malpractice during assessments, tests, or interviews.
- Misconduct with company representatives, institute authorities, or fellow students.
- Violation of company-specific recruitment guidelines.
- Sharing assessment questions, interview details, or confidential company information without authorization.

Disciplinary action may include:

- Immediate debarment from placement activities.
- Cancellation of placement eligibility.
- Disciplinary proceedings as per institute regulations.
- Detention or any other action deemed appropriate by the institute authorities.



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10. Professional Behaviour and Dress Code

- Students shall maintain professional behaviour throughout all placement-related interactions.
- Formal attire is mandatory during Pre-Placement Talks, assessments, interviews, and company visits unless otherwise specified.
- Students must demonstrate punctuality, courtesy, integrity, and professionalism at all times.

11. Communication Responsibility

- Students shall regularly monitor their official email, ERP notifications, WhatsApp groups, and placement notices.
- Failure to read or respond to placement-related communication shall not be accepted as a valid excuse.
- Students shall ensure that their contact information and resumes remain updated throughout the placement season.

12. Authority of the Training and Placement Cell

- The Training and Placement Cell reserves the right to modify, amend, interpret, or update this policy at any time based on institutional requirements, recruiter policies, or unforeseen circumstances.
- The interpretation of this policy and all decisions related to placement matters shall rest solely with the Training and Placement Cell.
- The decision of the Training and Placement Cell shall be final and binding on all students.

Head, Training & Placement



Director, RIT