



T&P Rules and Regulations

1. Students shall be responsible for verifying whether the terms and conditions of the job are acceptable and to get their doubts (if any) clarified regarding the terms and conditions of the employment from the HR concerned.
2. Once applied, a student shall go through the hiring process completely, without dropping in the middle.
3. If a student is selected with a **CTC of 5 LPA or above**, it will be **considered as a consumed opportunity**, and the student will not be eligible for opportunities with lower packages and the rule below applies for the next opportunity.
4. If a student gets selected in any organization, then for the student to be eligible to apply for any other organization, the CTC should be **2 times** that of the previous offer. CTC is considered as inclusive of fixed pay + variable pay + any other allowances.
5. If a student is not-selected with a CTC of 5 LPA or above, the student is allowed to get selected in one core and one IT with below 5 LPA.
6. **Students of CSE** are allowed to get selected in any two IT or software companies/roles or one IT & one non-IT roles satisfying rule 4. After that they are not allowed to attend any on campus recruitment drives.
7. Students from **other departments** are allowed to secure for **one core and one IT job** satisfying rule 4. If such students get selected in one core, he/she will not be allowed to apply for other core companies, and similarly, if a student gets selected in a non-core, they will not be permitted to apply for other non-core companies or roles.
8. These **rules apply only to on-campus recruitment drives**. A student may secure any number of jobs through off-campus opportunities; however, they must **notify the T&P Cell** and submit the offer letter to facilitate background checks by the company. **It is mandatory to fill the background verification form for each selected organization.**
9. If any student misleads the T&P section with fake or false information and/or engages in any malpractice during any recruitment drive, then such a student will be prohibited from availing the services of the T&P section.
Malpractices include but not limited to the following:
 - a) Any act by a student that damages the reputation of the Institute.
 - b) Malpractice in tests and / or interviews conducted during recruitment drives.
 - c) Misbehavior by students with T&P staff and Company representatives.
 - d) Deliberate absence from written tests and/or interview(s) after applying for a Company.
 - e) Deliberate underperformance by a student.
10. Late applications after the deadline and late submission of CVs or proforma shall be summarily rejected and no communication in this regard shall be entertained.
11. The following mandatory instructions shall be followed by a Student for attending an on-campus drive:
 - a) Students must be available at the venue at least 15 minutes before the scheduled time. No student shall be allowed after the scheduled time.

The following dress code shall be followed:

- b) **For boys:** Neat & ironed white shirt with black formal trousers, leather shoes (action shoes not allowed), leather belt, clean-shaven or neatly trimmed beard with properly combed hair style.
- c) **For girls:** White formal shirt with black trousers (Business formal), white kurta with black leggings, or white and black salwar kameez. Make sure your attire is formal and plain, with no prints, extra effects, or designs.
- d) **Wearing the institute's ID card is mandatory.** Without the ID card, a student will not be allowed to attend the drive