



Rani Laxmibai Mahavidyalaya Parola

Dist. Jalgaon 425111 Tel: (02597) 292666

Policy No. 12

POLICY FOR IMPROVED INTERNSHIPS AND PLACEMENTS

1.	Title of the policy	Policy for Improved Internships and Placements
2.	Administrative Policy Number	(APN) (Suggested By IQAC)
3.	Brief Description of the Policy	To institute diverse mechanism for enhanced internships and placements for the students of the college.
4.	Drafting	Placements Cell of the college
5.	Policy Applies to:	The students of the college
6.	Effective from the Date:	20/06/2019
7.	Approved by:	IQAC Cell of the college
8.	Responsible Authority	Placements cell of the college
9.	Superseding Authority	Principals
10.	Last reviewed/updated:	NA
11.	Reasons/Objective of the Policy	To increase the participations of the students of the college In the placements process and to groom them for increased quality placements.
12.	References for the Policy	University/UGC Norms

Policy details

Introduction

As the institutional character changes with the introduction of more vocational and professional course related to the industry, the need for a well-designed placements system becomes improve for the college. It is not



only about increasing the number of placements but also having quality internships and placements. In an ever widening and competitive placement scenario, it is important to prepare the students for the various levels of screening.

Policy Statement

Initiation of diverse mechanisms for enhanced internships and placements for the students of the College.

Policy Purpose

- The job market has shifted towards the industry and the corporates, with more vocational and professional courses being introduced in the College.
- Students prefer a job experience before they enroll themselves in the post graduate courses.
- Having an on-job experience is one of the essential requirements for applying to certain professional courses abroad.

Process and Procedures

1. A Staff Council-authorized Placement Cell, comprising of a teacher Convener and five teacher members, to be constituted.
2. Applications will be invited from the interested students of the College. After thorough scrutiny of the applications and interview by the Placement Cell teacher members, two student members from each department will be appointed to the Placement Cell.
3. Placement Cell Calendar for the Placement Cell programmes in an Academic Year will be created.
4. A part-time Placement Officer, from outside College, with good industry network, will be appointed by the Governing Body of the College.
5. Priority cold-calling by the Student members of the Placement Cell to increase industry networking as per Placement Calendar. The companies that accept will be invited to the College to carry out the screening process after due approval from the Placement Cell.
6. Compulsory Personality Development Classes for the students of all Departments, will be organized by the Placement Cell.
7. Various strategies and tactics will be employed, as per the Placement Calendar, for increased participation in the screening process:




- i. Professional experts to be invited from outside the College to conduct regular sessions for holistic personality development of the students.
 - ii. Post-session to and Assessment of the Students evaluation be conducted.
 - iii. Various incentives to be given to the students to register and participate in the screening process of the companies.
 - iv. Regular inter-college job fairs focusing on inter-related departments for every semester to be organized
 - v. Industry Experts to be invited to deliver motivational talks at frequent interval
8. Agreement on job profile with the industry.
9. With the industry coming to the College for internships and placements for better pay packages and perks.
10. A feedback mechanism to be instituted to get inputs from the students regarding their preferable job profiles, pay packages and companies. Feedback will be taken form the companies to assess their experience and guidance for enhanced student involvement.

Records

1. Application Form for Placement Cell membership.
2. Application Form for each Company according to the job profile and the requirement of the Company.
3. Feedback Form for Students.
4. Feedback Form for Companies.

Audit Documents

1. Application Forms.
2. Minutes of meetings of placements Cell.
3. Attendance records of students attending the placement Cell activities.
4. Attendance records of students in the screening.
5. Feedback and Feedback analysis of students and companies.
6. Financial implications to the institutions.


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