



S.N.D.T COLLEGE OF EDUCATION, PUNE

38Policy of Placement

2023-2024

For Approval of College Development Committee
Meeting on

2nd April 2024, Tuesday

Placement Policy

Introduction

Welcome to the Placement Policy of SNDT College of Education, Pune. Our commitment to nurturing and empowering future educators is not limited to providing an exceptional academic experience. We recognize the importance of ensuring that our graduates embark on their professional journey with a solid foundation and ample opportunities for career advancement. This Placement Policy outlines our dedicated efforts to connect our talented students with a wide array of career opportunities, ensuring they enter the field of education fully prepared and inspired to make a meaningful impact.

Objective

- To enhance the employability of students by providing them necessary skills, knowledge and resources to excel in the job.
- To ensure that the curriculum and training offered align with the teaching standards and requirements, making them more marketable.
- To facilitate the matching of student's skills, career, aspirations with suitable job opportunities.
- To contribute to the growth of strong and active alumni network.

Practices

Placement Policy is for progression of the students. After their B.Ed. and M. Ed, the College provides assistance for placement for getting employment, These students should register for campus placements by following procedure:

- Filling on-line Placement Registration Form which will be valid for Two academic years only. Students can register anytime.
- Campus recruitment is for B.Ed. and M.Ed. students and Alumnae, whenever college conducts campus placement.
- Opportunity for students to get selected in renowned institution comes through Placement policy by SNDT College of Education.

Rules & Regulations

Every recruiter has their own recruitment process & procedures.

Normally the sequence of campus recruitment program followed by most of the Schools, and Educational Institutes (B.Ed. Colleges) is as follows:

1. Pre Placement Talk
2. Written Test – Aptitude
3. Group Discussion
4. Interview – Technical round and followed by demo lesson.

Students must clarify queries/doubts if any related to salary, job profile, and place of work; service bond details etc with the Institution during Pre Placement Talks only. Thereafter Placement cell is not responsible for any conflicts occur between Institution and students in this regards. The role of the Placement Cell is of a facilitator and councilor for placement related activities. Placement Cell does not guarantee a job. Placement cell is only responsible for inviting the schools for campus placement drives and recruitment will be subject to talents and skills of students with their ability to qualify interview process.

Salary Package for the selected candidate will be fixed by the school Institution. Placement Cell doesn't promise any amount of package.

Discipline

- Students should maintain discipline and show ethical & decent behavior in every action they make during the placement process.
- Students found cheating or misbehaving in the selection process will be disqualified from the placements for the rest of the academic year.

Direct Interaction with the School /College authority is strictly not allowed.

If any student/s found writing e – mail or calling directly to HR, she would be debarred from further placement activities

Placement Process

- An active team comprising of Faculty and Student Placement Coordinators is formed during the beginning of the year for related activities.
- Students are advised to read the announcements/notices related to placement.
- They should go through the Job Description & refer to respective school website.
- Students shall prepare their resume, highlight their achievements, Projects, Add- on/ Certificate Courses, and earlier work experience and anything beyond the curriculum which enhances the employability of the students.

Students are advised to be dressed in Formals for every recruitment drive and should carry -

1. A folder comprising of multiple copies of resume.
2. Passport size colored photographs (at least 2)
3. Photocopy of all the Certificates (10th , 12th , Graduation and B.Ed. / M.Ed. 1st year Mark sheets and certificates, caste and validity certificate, non-creamy layer certificates if necessary etc), College ID card.
4. Govt. ID & Address Proof (viz; Driving License, Passport, Pan card, Aadhar Card, Voter ID etc) Placement Policy-SNDT College of Education Pune.

Offer Letter:

In case offers are received directly to the student from the company, the same must be intimated to the Placement cell.

Joining Status:

In case, a student decides to join or not to join where she got selected, she should inform the school authority respectively in writing with reasons at the earliest and also required to submit a copy of that letter/mail to the Placement cell.

Evidences



