

Pre-Placements Policy

Pre-Placement Policy and Internship Policy

1. Introduction

- a. This policy provides guidelines for students joining companies before completing their courses, such as B.Sc. Biotechnology, M.Sc. Biotechnology, or M.Sc. Microbiology.
- b. Objective: The primary goal is to allow students a fair opportunity to secure employment before graduation while ensuring they focus on their academic coursework.

2. Scope

- a. This policy applies to all undergraduate (UG) and postgraduate (PG) students enrolled at Dr B Lal Institute of Biotechnology.
- b. It specifically addresses the restriction on students joining companies before their final semester for M.Sc. Biotechnology and M.Sc. Microbiology and their final year for B.Sc. Biotechnology.

3. Joining Companies in the Final Semester

- a. Students are allowed to join companies only in their final semester/year of the course.
- b. Before the final semester, students are expected to focus on their academic coursework, including both theoretical and practical components, and fulfil all program requirements.
- c. Students will have access to pre-placement activities, industry interactions, and internships throughout their course to enhance their employability and prepare for the placement process.
- d. The institute will provide support and resources to ensure students are well-prepared for the placement process in their final semester.

4. Pre-Placement Activities

- a. The institute will organise comprehensive pre-placement training programs aimed at equipping students with necessary skills such as personality development, communication skills, aptitude, technical knowledge, and interview skills.
- b. Students are expected to actively participate in these activities to enhance their readiness for placements.
- c. Training modules will be updated regularly to align with industry requirements and

emerging trends.

5. Industry Interactions

- a. Regular interactions with industry professionals will be facilitated through guest lectures, workshops, seminars, and panel discussions.
- b. Students will gain insights into current market trends, industry expectations, and career prospects.
- c. The institute will organise industry visits to provide exposure to real-world work environments.

6. Internships

- a. Students are encouraged to undertake internships during their course to gain practical experience and industry exposure.
- b. The Placement Cell will assist students in finding and applying for relevant internship opportunities.
- c. Students must submit periodic reports, evaluations, and an internship certificate to the Placement Department Coordinators for academic credit.

7. Campus Placements

- a. The institute will organize campus placement drives in the final semester to offer students opportunities to secure employment before completing their programs.
- b. The Placement Cell will collaborate with industries and organizations to arrange these campus placement activities.
- c. Eligible students must register for campus placements and follow the guidelines set by the Placement Cell.
- d. The institute will provide the necessary infrastructure and facilities for conducting placement activities, including interviews, group discussions, and written tests.
- e. The Placement Cell will offer support in resume building, interview preparation, career guidance, and capsule training sessions.

8. Evaluation and Feedback

- a. The effectiveness of pre-placement activities will be regularly evaluated through feedback from students and industry professionals.
- b. Students will have the opportunity to provide feedback on the quality of training, industry interactions, internships, and placement processes.
- c. Feedback will be used to improve and enhance pre-placement activities.

9. Grievance Redressal

- a. The institute will establish a grievance redressal mechanism to address any concerns related to pre-placement activities.
- b. Students can approach the designated authority or Placement Cell for resolution, and appropriate actions will be taken.

10. Policy Review

- a. This policy will be reviewed periodically to ensure its relevance and effectiveness.
- b. Updates will be made based on feedback, industry requirements, and evolving market trends.

11. Policy Dissemination

- a. This policy will be communicated to all UG and PG students through the institute's official website, notice boards, and other relevant channels.
- b. Students are required to acknowledge their understanding and acceptance of the policy.