

Dr. B. Lal Institute of Biotechnology

Pre-Placement Policy & Internship Policy

PRE-PLACEMENT POLICY

1. Introduction

a. This policy outlines the guidelines and procedures regarding students joining companies before the completion of their respective course i.e. B.Sc. Biotechnology/ M.Sc. Biotechnology/ M.Sc. Microbiology.

b. Objective: The primary objective of this policy is to ensure that students focus on their academic coursework while providing them with a fair opportunity to secure employment before graduating.

2. Scope

a. This policy applies to all undergraduate (UG) and postgraduate (PG) students enrolled in Dr. B. Lal Institute of Biotechnology

b. The policy specifically addresses the restriction on students joining companies before the final semester in case of M.Sc. Biotechnology & M.Sc. Microbiology and Final Year in case of B.Sc. Biotechnology.

3. Joining Companies in Final Semester

a. Students will be allowed to join companies for employment only in the final semester/ year of their course.

b. Prior to the final semester, students are expected to focus on their academic coursework (theory & practical) and complete all the necessary requirements of their program.

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 facilitate the necessary 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 provide comprehensive pre-placement training programs to equip students with the necessary skills, including personality development, communication skills, aptitude, technical knowledge, and interview skills.

b. Students are expected to actively participate in these pre-placement activities to enhance their employability and readiness for placements.

c. The training modules will be regularly updated to align with industry requirements and emerging trends.

5. Industry Interactions

- a. The institute will facilitate regular interactions between students and industry professionals through guest lectures, workshops, seminars, and panel discussions.
- b. Students will have the opportunity to interact with industry experts to gain insights into the current market trends, industry expectations, and career prospects.
- c. The institute will organize industry visits to provide students with exposure to real-world work environments.

6. Internships

- a. The institute will encourage students to undertake internships during their course of study to gain practical experience and industry exposure.
- b. A dedicated Placement Cell at the institute will assist students in identifying and applying for suitable internship opportunities.
- c. Students will be required to submit periodic reports, evaluations and internship certificate from their internships to the Placement Department Coordinators for academic credit.

7. Campus Placements

- a. The institute will organize campus placement drives in the final semester to provide students with opportunities to secure employment before completing their programs.
- b. The placement cell will collaborate with various industries and organizations to invite them for campus placements.
- c. Eligible students will be required to register for campus placements and adhere to the guidelines set by the placement cell.
- d. The institute will provide necessary infrastructure and facilities for conducting placement activities, including interviews, group discussions, and written tests.
- e. The placement cell will provide support to students in resume building, interview preparation, career guidance, and Capsule Training Sessions.

8. Evaluation and Feedback

- a. The institute will regularly evaluate the effectiveness of the pre-placement activities and programs through student feedback and industry feedback.
- b. Students will have the opportunity to provide feedback on the quality of training, industry interactions, internships, and placement processes.
- c. The feedback received will be used to make necessary improvements and enhancements to the pre-placement activities.

9. Grievance Redressal

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

10. Policy Review

- a. This policy will be reviewed periodically to ensure its relevance and effectiveness.
- b. Any necessary changes or updates to the policy will be made based on feedback, industry requirements, and changing market dynamics.

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 will be required to acknowledge their understanding and acceptance of the policy.