

## **Placement through Central Placement Cell (CPC)**

### **Stage I: Enlisting/Registration**

- i. Central Placement Cell of the University of Delhi informs all colleges for registration of final year students of all courses.
- ii. Students are to register themselves with the CPC providing essential details.

### **Stage II: Notification**

- i. The CPC also appoints two student coordinators from each college.
- ii. University informs colleges about the schedule of placement drive/camps, eligibility criteria, and other relevant details.
- iii. The Placement Cell of the college informs the concerned departments about the placement drive/camps organized by the University of Delhi through mail/letter and students are informed through notices.

## **On-Campus Placement**

### **Stage I: Enlisting/Registration**

- i. Final year students are required to register themselves through online registration portal provided on the college website for placement related activities.
- ii. College should regularly run awareness programs regarding placement cells and brochures should be distributed for quick dissemination of relevant information.
- iii. Placement Committee also releases placement brochure with students' details and uploads the same on the college website.

### **Stage II: Inviting Companies for Placement**

- i. Members of the Committee propose names of companies/organizations which can offer placements to the students.
- ii. College invites companies for placement through its placement cell coordinator via mail or letter.
- iii. After receiving positive response, coordinator conducts pre-placement formalities with company to get detailed information about the job profiles offered, salary package, number of posts etc.
- iv. All the information regarding the company and the placement drive is discussed among the members of the cell in a meeting.
- v. The approval to conduct the placement drive in the campus is taken from the Principal through Placement Cell teacher along with other necessary expenses.

### **Stage III: Conducting Placement Drive**

- i. Placement Cell notifies the concerned departments about the schedule for placement drive.
- ii. Companies conduct their selection process on the given date and evaluate candidates on the basis of their written test/group discussions/personal interviews.
- iii. Final results are announced by the companies soon after the completion of final interviews.

