



# Students' Placement Office, IIT Kanpur



## Career Festival, IIT Kanpur Policy 2022-23 - For Students

1. **Eligibility:** All registered students of IIT Kanpur and recent graduates are eligible to participate in the Career Festival.
  - a. **For Full-time offer** - Eligibility for the full-time offers is restricted to students who are graduating by July 2023 and have not received any offers through the Students' Placement Office.
  - b. **For Summer - Internship offer** - Students who were offered a summer internship through the Students' Placement Office during the Internship Drive 2022-23 are not eligible for another internship offer during the same period. All other students are eligible, but graduating students must ensure that their final date of joining does not overlap with the internship period. PG students must also obtain a NOC from their thesis supervisor.
  - c. **For Semester Internship Offer** - All students are eligible to receive a semester internship offer, but PG students must obtain a NOC from their thesis supervisor. Meanwhile, UG students must ensure that the timing of their internship work does not conflict with their academic obligations.
2. **Participation Fee:** There are no participation fees for the students.
3. **Preparation:** Students are encouraged to research the companies participating in the Career Festival and prepare themselves for potential interviews and job opportunities. This may include updating their resumes, preparing for behavioural and technical interviews, and researching the companies and industries they are interested in.
4. **Dress Code:** Students are expected to dress professionally and appropriately for the Career Festival. Business attire is recommended.
5. **Recruitment Guidelines:** Students may be invited for interviews with participating companies during the Career Festival. The Students' Placement Office will provide a designated interview area for this purpose.
  - a. The SPO (Students' Placement Office) is a facilitator and counsellor for placement and internship-related activities. SPO does NOT guarantee a job or internship.
  - b. Applying for a company or joining a company is entirely the responsibility/decision of the student concerned.
  - c. The student is responsible for checking/meeting all eligibility criteria which might be required at the time of joining (academic, medical, etc.) for the opportunity he/she is applying for.
  - d. Students may submit their resumes to participating companies in advance of the Students' Placement Office. The Students' Placement Office will provide the necessary information beforehand for this purpose. If a student makes any false claims in a resume submitted for a job application-

- i. A job offer will be revoked if a falsified resume is found after receiving a job offer.
    - ii. Students involved will be deregistered from placements with immediate effect.
    - iii. Further disciplinary action, as per the decision of the SPO/SPC, will also be imposed on the students.
  - e. Students are required to verify the job details (package, job profile, terms, conditions, etc.) prior to signing the offer letter.
    - i. Verifying the details is entirely the responsibility/decision of the student concerned.
    - ii. Any discrepancy observed should immediately be brought to the notice of SPO.
  - f. If a student receives an offer, they will be bound by all Placement and Internship Policy regulations. All offers are considered on-campus offers to the students. If a student is registered with the Students' Placement Office (SPO) for any recruitment drive, whether it be an internship or placement drive, they will not be able to participate in other company recruitment processes.
6. **Workshops and Presentations:** Students are encouraged to attend any workshops and presentations from participating companies. This is a great opportunity to gain insights into different industries and the job opportunities available.
7. **Data Privacy:** Students must comply with data privacy laws and regulations, including the General Data Protection Regulation (GDPR) and the Indian Information Technology (Reasonable Security Practices and Procedures and Sensitive Personal Data or Information) Rules, 2011.
8. **Liability:** The Students' Placement Office and IIT Kanpur are not responsible for any losses or damages incurred by participating students. Students are responsible for their own safety and well-being during the Career Festival.
9. **Code of Conduct:** Students must behave professionally and respectfully during the Career Festival. Any behaviour that is disruptive, harassing or offensive to other participants or representatives of participating companies is strictly prohibited. Any sort of misbehaviour on the part of students which affects the decorum of the IIT Kanpur or the reputation of SPO attracts a severe penalty as per the discretion of SPO and as per the severity of the situation.