



**Ganpat  
University**  
॥ विद्यया समाजोत्कर्षः ॥

**V. M. Patel  
Institute of  
Management**

**CENTRE OF  
EXCELLENCE**



NOTIFIED  
BY GOVERNMENT OF GUJARAT

## Placements Policy Batch: 2024-26

### Eligibility for Placement Process

- For participation in the placement process, students are required to attend all guest lectures/visiting sessions/expert session, seminars, conferences, conclaves, and any other academic activities organized by GUNI-VMPIM. Non-compliance with this requirement will render the student ineligible for final placements.
- Students are expected to uphold decorum and punctuality during all such activities. Any form of misconduct that disrupts the discipline that tarnishes the reputation of GUNI-VMPIM will lead to strict disciplinary action.
- Students found involved in academic malpractice (copying in exams, plagiarism in projects, etc.) will be disqualified from the placement process.
- The final decision to allow students in the placement process rests with the Placement Committee.

### Mandatory Undertakings by the Students

- I shall attend all Pre-Placement Talks, mock interviews, GDs, and training sessions organized.
- If I receive a Letter of Intent or Offer, I shall honor its terms and conditions.
- I understand that only one job offer will be provided through the Training and Placement cell.
- I agree to sign any employment bond/contract, if required by the recruiter.
- I am open for any location provided by the organization whether in Gujarat/India.
- **Self-arranged Placement:** If I independently secure employment, I will provide the institute with the official offer letter, office i-card and salary slip.
- **Entrepreneurial Path:** If I choose to pursue family business or entrepreneurship, I will submit a letterhead declaration confirming this decision, along with the copy of Income Tax Return of the latest year and company registration letter.

- **Opt-out with Family Endorsement:** In the event that neither of the above applies, I will submit a parent-signed declaration indicating that I do not intend to pursue employment, along with an explanation for my decision.

#### **Placement Process Guidelines**

- **One Student, One Offer:** Once selected by a company, the student will not be allowed to appear for further placement drives.
- **Students must:**
  - Register for each opportunity they wish to pursue.
  - Appear in formal attire for interviews (non-compliance will lead to disqualification).
  - Report 30 minutes before the scheduled time with: 3 hard copies of resume, 1 set of photocopied certificates, 2 passport-size photographs.
  - Students must attend the interview if they register for the company. Absence will result in disqualification from all the upcoming placement drives.
  - If appearing for external interviews, prior intimation via email to the Training and Placement Cell is mandatory.
- Companies may alter recruitment procedures at any time. Students must comply with all updated instructions.

#### **Maximum Number of Interview Options Allowed**

- A student may initially appear for a maximum of 7 companies, regardless of the stage of the selection process. Thereafter, the student may not receive further placement assistance from the Training and Development Cell until the entire batch has been placed. Additionally, a student is permitted to opt out of a maximum of 3 companies, provided that the opt-outs are not taken consecutively and the companies are not of interest to the student.
- Students are encouraged to accept Pre-Placement Offers (PPOs) as they represent a significant achievement and recognition of their dedication during campus-facilitated Summer Internship Programs (SIPs). Accepting a PPO not only secures employment ahead of the formal placement season but also provides a solid foundation for career advancement. This early opportunity allows students to commence their professional journey with organizations they are already acquainted with, fostering smoother transitions and long-term growth.

#### **Disciplinary Guidelines**

- No disciplinary action has been initiated against him/her during his/her tenure at VMPIM, and there should be no pending fees payable to VMPIM.

- Any student found guilty of providing false or incorrect information, or involved in any form of misconduct either during or after an interview, shall be debarred from participating in the Final Placement process.
- Any student who misbehaves, misrepresents, misquotes, or discusses any matter contrary to the agreed understanding between the Institute, the Company, or any other identified stakeholder shall be immediately excluded from the placement process.
- Any communication, whether in public or private forums, that is disrespectful or has the potential to damage the reputation or relationships of the Institute with any company or external stakeholder, will be subject to strict disciplinary action. Students are strictly prohibited from posting any campus placement-related job announcements on social media without prior approval from the Placement Office.
- The Placement Committee must be informed prior to submitting a resignation to the company.
- Students of GUNI-VMPIIM may choose to leverage their personal contacts for securing Final Placements. They are permitted to apply independently to any number of companies, provided they obtain prior written approval from the Training and Placement Cell. Until such time as they secure employment on their own, they will remain eligible to participate in the GUNI-VMPIIM Final Placement Season. However, once a student secures a placement independently, they will no longer be eligible for any further placement assistance from the campus. Conversely, if a student is placed through GUNI-VMPIIM, it will be mandatory for them to accept and join the organization that has extended the offer through the institute's placement process.
- Students staying in hostel should take the gate pass before 24 hours.
- Once the job description, location, and compensation have been clearly communicated by the Training and Development Cell, students are not permitted to negotiate these terms unless the company itself expresses willingness to offer or discuss an alternative role. Furthermore, students must not initiate direct communication with any company unless explicitly instructed by the Training and Development Cell or unless prior permission has been obtained from the Cell to do so.
- Students who are opting for entrepreneurship as a career path are required to submit a formal declaration on the organization's letterhead, specifying their role and the annual turnover of the enterprise. Additionally, a copy of the latest Income Tax Return (ITR) statement must be submitted. Please be assured that all submitted information will be treated with strict confidentiality by the institute.

**Post-Placement Rules**

- The student is solely responsible for fulfilling all academic requirements.

**Preference for Work Location**

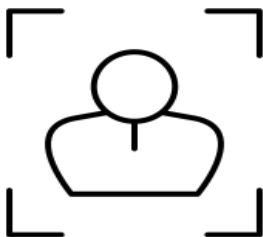
- I am open to work anywhere in Gujarat.
- I am open to work anywhere in India.

**Training and Placement Cell Declaration**

- The primary objective of the Training and Placement Cell is to support students' professional growth by enhancing their academic competencies and placement readiness. While the Cell facilitates training, internships, industry engagements, and placement opportunities, ultimate placement outcomes hinge on each student's academic achievements and performance during placement drive.
- Any revision to the Placement Policy shall be made at the sole discretion of the Training and Development Cell of GUNI-VMPIM.
- In the event of any dispute regarding the interpretation of any clause within this policy document, the decision of the Director shall be final and binding in all individual cases.

**Student Declaration**

This is to certify that I, \_\_\_\_\_, a student of MBA (2024–2026 batch), have read and understood the placement policy and agree to abide by it.



Enrollment No: \_\_\_\_\_  
Phone No: \_\_\_\_\_  
Email Id: \_\_\_\_\_  
Student's Signature: \_\_\_\_\_  
Parent's Phone No: \_\_\_\_\_

Parent/Guardian's

Signature: \_\_\_\_\_

Date: \_\_\_\_\_