



NATIONAL INSTITUTE OF TECHNOLOGY GOA (NIT GOA)

Placement Policy - NIT GOA (2025-26)

1. A student with no job offer can apply for placement in any company visiting campus, provided they meet the company's eligibility criteria.
2. Any student who fails the attendance criteria set by the institute in their respective department will be liable for strict action, including debarment for one semester/cancellation of an existing offer.
3. Companies may shortlist students' resumes/profiles, and no inquiries regarding any company's shortlisting procedure will be entertained.
4. If a student applies for a company but does not attend the presentation or any subsequent rounds of the company, or is late for the company's placement procedure, they will be restricted from participating in placement activities for the next two weeks.
5. Students shortlisted for the Interview Round by any company, must mandatorily attend the round. Failing to do so, will result in being debarred from campus placements for the rest of the academic year.
6. Any student who misbehaves with placement coordinators/Institute, or staff/company executives during the selection process will be debarred from the placement session for the whole semester.
7. Misconduct/Copying during the written test/online test will lead to debarment from campus placements for the rest of the academic year.
8. Companies are divided into 4 TIERS based on CTC offered:

Job Offer Tier	Salary Package
TIER 1	<5 LPA
TIER 2	≥ 5LPA AND <10LPA
TIER 3	≥ 10LPA
TIER 4 (Govt Org/PSU/PSE)	No restriction

Offer Upgradation Clauses:

- a) Students placed in Tier-1 can upgrade to any higher Tier, with no restrictions.
- b) Students placed in Tier-2 can upgrade to Tier-3, only if 75% of their current class is placed AND the new offer is 1.5 times higher than the existing offer.
- c) Students placed in Tier-1 and Tier-2 can upgrade to Tier-4.
- d) Students holding a Tier-3 offer are not eligible to upgrade to Tier-4. This restriction applies to any previous offer the student may have. Once the student accepts Tier-3 offer, he/she forfeits the eligibility to upgrade to Tier-4.
- e) Student can have only ONE offer in each Tier and cannot downgrade to lower Tier.
- f) Upon offer upgradation, the student will automatically lose any previous offer with immediate effect. The hiring company will be notified accordingly.
- g) The institute has the concept of ONE STUDENT ONE JOB offer. However, the student can upgrade to higher categories as per the above mentioned Offer-Upgradation clauses

9. If PPO is received by any student, they must inform the T&P Cell within 24 hours of receipt of PPO.

10. If any of the data entered by the student is untrue, he or she will be debarred from the entire placement session and will face disciplinary action.

11. Posting company-related information on social media or any other platform is prohibited, and the student in question will face disciplinary action.

12. All off-campus offers must be communicated to T&P Officer on Mail: tpo@nitgoa.ac.in within 24 hours.

13. If any student rejects an offer, the rejection letter must be submitted to T&P Officer.

14. In all exceptional cases, T&P Officer may use his discretionary power.

Guidelines for Students

- **MEDICAL TEST:** The Placement office assumes that every selected student will pass the medical test. If there is a rejection at this stage, the student will be allowed to seek placement through this office again.

- The student has to submit a copy of the offer letter to the Training & Placement Cell.

- **JOINING STATUS:** In case, any student decides not to join the company, he/she should inform the company in writing in advance. Further, the student is also required to submit a copy of that letter to the Placement Office.

- **DRESS CODE:** Students must be in formal attire whenever they participate in any sort of interaction with a company. This office reserves the right to refuse permission to a student to attend the selection process if their attire is informal.

- **IDENTITY CARDS:** Students must carry their identity cards with them whenever they go undergo the placement process.

- It is the responsibility of the student to check announcements/notices/ updated information/shortlisted names etc. on the notice boards of the Training & Placement Cell

Office and Placement webpage at the Institute website. Students are expected to be on time as per the announcements. Furthermore, students are required to strictly follow the scheduled date and time of the interview. Requests for rescheduling will not be considered unless the interview date coincides with Mid-Term or End-Term Examinations.

- For all matters not covered by the above regulations, the Training & Placement Cell shall use its discretion to take appropriate decision.

Guidelines for Recruiters

Guidelines for Recruiting Organizations: The **All NITs T&P Conclave** has recommended the following guidelines to be adhered to enable a smooth placement process.

1. Offer letters:

- The offer letter must be released within two month from the date of result declaration. In case of any deviations or inability to send the offers, suitable update may be given to the T&P/CDC/CCD Office.
- The offer letter should be routed through the T&P Cell. In case of direct offers to the student, copy must be sent to the TPO & AOP.
- In case, the company is not in a position to honour the offer made it is to be black-listed.

2. Assessment process:

Mode: Companies are free to decide the mode of assessment tests viz. through virtual/ online or through campus visit physically or a hybrid one. In case the mode of assessment is virtual / online, the companies are encouraged to arrange appropriate proctoring from their side.

OT scheduling: The computer labs being designated for regular academic classes, it is highly preferred that the online tests are scheduled early mornings (before 9am or evenings after 5 pm) or on the weekends.

Ranks details: Unless the Organization has explicit reservation policy and quota for the socio-economically disadvantaged groups (SEDG), soliciting JEE/GATE/CAT rank/score is strictly not entertained. Mere appearance of columns (even though as non-mandatory field), seeking these ranks/ scores is viewed as discriminatory and not entertained.

3. Bond:

- Companies should provide the bond policies (if any) details, and the duration of the bond. If the company does not provide any bond information initially it will be assumed that it does not have any bond. If the policy of a company requires signing a bond as part of the joining, it is mandated to specify the same clearly.

4. CTC parity:

- Companies are advised to give detailed breakup of the CTC/Job Profile/Package.

5. PWD and SLD Students:

- If there are PWD applicants or Students with Specific Learning Disabilities (SLD), companies must take care for any of their special requirements such as additional time, scribe, bigger fonts, etc.
- DEI: We encourage equal opportunity for all sections of the students with equal emphasis on Diversity, Equity and Inclusivity. Quite often, DEI provisions start and end with Gender diversity. Companies are strongly recommended to go beyond and proactively consider and support PWD, SLD and other such applicants.
- Medical tests: If the company has stringent medical conditions such as color blindness etc. it must be clearly mentioned in JAF.