



**UNIVERSITY COLLEGE OF ENGINEERING
BHARATHIDASAN INSTITUTE OF TECHNOLOGY CAMPUS
ANNA UNIVERSITY, TIRUCHIRAPPALLI-620 024.**

PLACEMENT CELL

INSTRUCTIONS FOR B.E/B.Tech students

Database Registration

1. To attend campus recruitments, Registration is compulsory.
2. Students willing to participate in campus recruitment, he/she should submit the filled in registration form along with photocopies of 10th , 12th and B.E marksheets to include the details in the database maintained by the placement cell.
3. Filled in registration form should be submitted within 15 days from the sixth semester results declared.
4. Updation of seventh semester results along with proof should be done within 10 days from the seventh semester results declared.
5. Revaluation results along with proof should be updated in placement cell without delay.
6. Any changes in E-Mail, Phone No and Address etc.. should be updated in the students database maintained in the placement cell.

Company Registration

1. Only Database Registered students will be allowed for company registration and participation in campus recruitment.
2. Information of campus recruitment along with job description, selection criteria and company details will be intimated to the respective departments. The same will be displayed on the placement cell notice board and/or intimated to students through mail.
3. Registered students willing to attend any campus recruitment, must submit company registration form to attend the campus recruitment for the particular company.
4. Company registered students will be intimated the date, time and venue for the campus recruitment through mail, phone or by student representatives.

General Instructions

1. Registered students are expected to attend the placement training on all Saturdays during semester periods.
2. Students are expected to be punctual to attend the campus recruitment/training.
3. Students should be present in formal dress code during the recruitment.
4. Students should carry resume along with photograph both in hard & soft copy for all campus recruitments.

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