



CENTRE FOR DISTANCE AND ONLINE EDUCATION

CAREER GUIDANCE, TRAINING, AND PLACEMENTS OBJECTIVES-POLICY-PROCEDURE

Centre for Distance and Online Education (CDOE), VFSTR's Deemed to be University, is committed to train and nurture the students to become industry ready. Besides providing academic excellence by the departments, the students are groomed for corporate placements using multiple training and mentoring interventions. Career guidance programmes provide assistance and advice to students to make them more potent and better informed so that they can become architects in building their own future.

Career Guidance, Training, and Placements Objectives

- i. To help students know about their skills and interests
- ii. To promote career guidance and counselling through lectures by senior corporate executives and visiting professors.
- iii. To organize webinars on interview skills, personality development, communication skills, leadership skills, resume writing, analytical skills, quantitative ability, verbal and reasoning skills essential for all competitive exams.
- iv. To guide the students through periodic conduct of career counselling programs.
- v. Disseminate information about relevant job opportunities and application process.

Career Guidance, Training and Placements Policy

- i. All the students of any programme from CDOE should undergo hundred-hour carrier guidance-cum-training for campus recruitment apart from regular classwork.
- ii. Students of CDOE should submit a declaration that they need placement and will be willing to join the company after selection.
- iii. Every student who has 90 percent attendance in CRT and without backlogs is eligible for placements.
- iv. Every student is eligible for only one job opportunity.

Career Guidance, Training and Placements Procedure

- i. Assessment of the competency of talent pool by conducting diagnostic tests
- ii. Analysis is done for identifying learning gaps, and creating awareness and customized training schemes
- iii. Continuous touch with various industries to find out their HR need for the current and upcoming years.
- iv. Assessing the qualities required specifically with some companies.
- v. Suggesting and incorporating the changes from the input of the industry.

- vi. Reaching industry expectations by using in-house and employing external trainers.
- vii. Placement Competency building training from I/II semester onwards.
- viii. Specific training imparted by external agencies.
- ix. Inviting companies to campus for On Campus Recruitment.
- x. Conduction of Pool drives to impart helping hand to the neighbouring colleges.
- xi. Online company test are conducted for various companies.
- xii. Feedback on final interview and performance from the company. Incorporating the suggestions from the industry into the curriculum and training programmes.

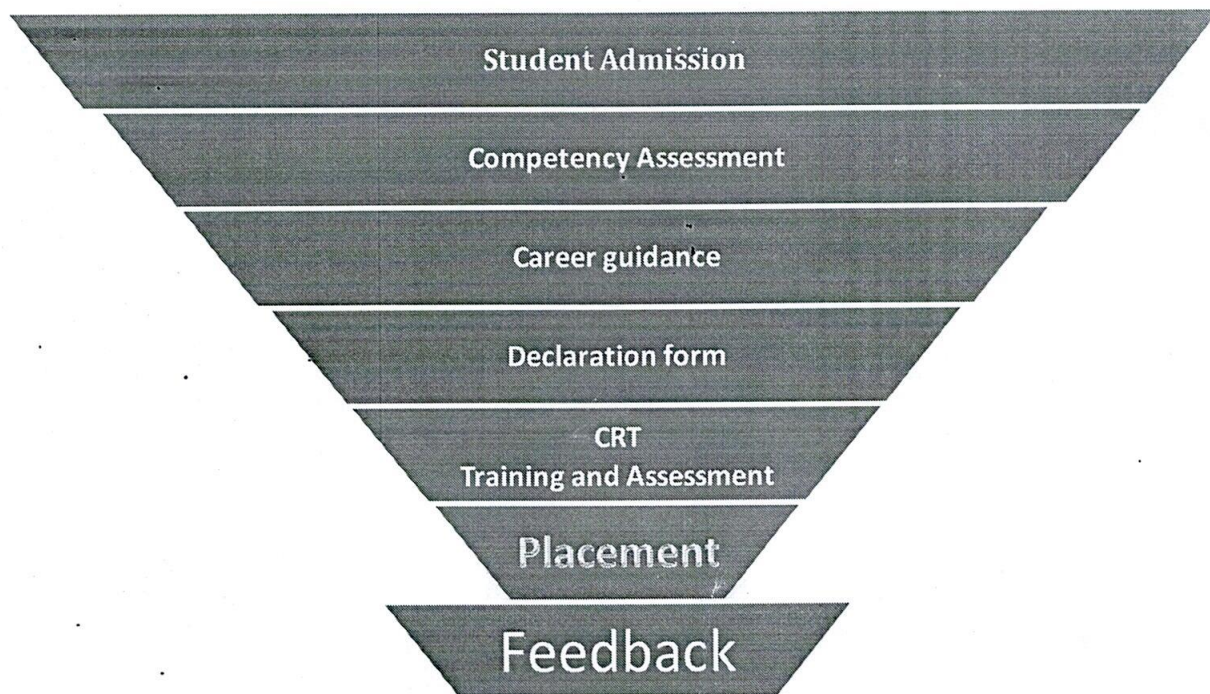
Campus Placements Support

CDOE is committed towards providing complete placement support/assistance to students who wish to avail job opportunities. The students are imparted training in various phases till the end of the programme by internal as well as external expert trainers.

Office of Dean Training and Placements

Dean - Training and Placement shall be assisted by Head (Training Cell), Soft Skill and Professional Skills trainers, Aptitude Trainers, Civil Service trainers and other trainers, internship and placement coordinators of the concerned programmes, Secretarial service staff and attenders.

CDOE PLACEMENT FUNNEL



Dean T&P:

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Dean Training & Placement
 VIGNAN UNIVERSITY
 VADLAMUDI-522 213.

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REGISTRAR
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