PROCESS: TRAINING & PLACEMENT (T&P)

PRE-REQUISITES		
1.	▪	Placement Committee is formed and Training & Placement Officer (TPO) is appointed (Refer Annexure for details)
2.	▪	List of all students eligible for placements
3.	▪	Last year's placement statistics
4.	▪	Placement question banks and repositories

9.1: SUB PROCESS – PROFILE CREATION	
Key Objectives	▪ Create student profile from placement point of view
Key Inputs	▪ Student details from student section

PROCESS DESCRIPTION	
Key Activities	**Description**
1. Student Profile creation	1.1 Student profile should be created by the T&P committee by gathering details by way of registration
	1.2 The student profile should comprise of the following: o 10th Marks o 12th marks o Graduation stream o Aggregate Graduation marks (at end of 2nd year) o Key Projects (if any) o Passport size colour photograph (in formals) o E-mail / Phone number/Date of Birth o Others
	1.3 The profiles should be stored in a database by the T&P committee.

Key Outputs	▪ Student Profile
KPIs	▪ NA