

9.5: SUB PROCESS – PLACEMENT OPT OUT

Key Objectives	<ul style="list-style-type: none"> ▪ Enabling the students to opt out of placements if desired
Key Inputs	<ul style="list-style-type: none"> ▪ Instructions regarding the placement opt out process

PROCESS DESCRIPTION

Key Activities	Description
1. Placement opt out process	1.1 The student can opt out of placements if they desire to do so by mentioning the same in the remarks section of student registration form.
	1.2 The student should be given the option of opting out of placement process at any point of time during the year.
	1.3 The T&P committee should provide for a re-registration of a student in the placement process who has previously opted out of the process.
	1.4 The T&P committee should allow re-registration only after the student gives a written application for the same.

Key Outputs	<ul style="list-style-type: none"> ▪ The student registration forms ▪ The re-registration applications
KPIs	<ul style="list-style-type: none"> ▪ Zero error while maintaining the list of students registered for placements