

VALLURUPALLI NAGESWARA RAO VIGNANA JYOTHI
INSTITUTE OF ENGINEERING AND TECHNOLOGY

*Mentoring, Training & Placement Cell
Policy Document*



Estd. 1995

CONTENTS

1. Introduction	3
2. T & P Cell Vision, Mission	4
2.1 Mentoring Objectives	4
2.2 Training Objectives	4
2.3 Placement Objectives	5
3. Organisation Chart.....	5
3.1 Mentoring Framework	6
3.2 Training & Placement Organisation	7
3.3 Training & Placement Committee	8

Introduction:

Integrated Mentoring, Training & Placement (**MTP**) is an innovative and novel process introduced by the Management of VNR VJIET. The aim is, initiate the students to the academic environment, guide, motivate and train ALL students from the very beginning to enhance their growth and help them achieve their goals. This program enables each student to become pro-active in defining their own goals and bring out inherent talent.

VNR VJIET also makes every effort explicitly to provide employment opportunities to the students in Core, High Tech, Indian & Global companies. Our Experts facilitate the students to explore on career options and impart knowledge on key competencies required to fulfill individual aspirations. With this objective a policy on 'Training & Placement' is evolved

VNR VJIET adopts the policy of inclusiveness of all categories of students and the students of different performance levels in providing the opportunities keeping intact the unbiased social justice to all the students

2.0

Vision

“To empower students to make lifelong, responsible and meaningful choices in a global and dynamic world ”

Mission

Committed to develop the best talent pool on key competencies acknowledged by the industry through structured training programs

2.1 Mentoring Objectives

1. Provide the students with the most congenial environment to enhance their Growth and help achieve their goals.
2. Groom the student into a confident, competent, self disciplined individual, fully equipped with academic prowess, practical acumen and strong personal skills.
3. Assist the students who need extra support to maximize their learning outcomes

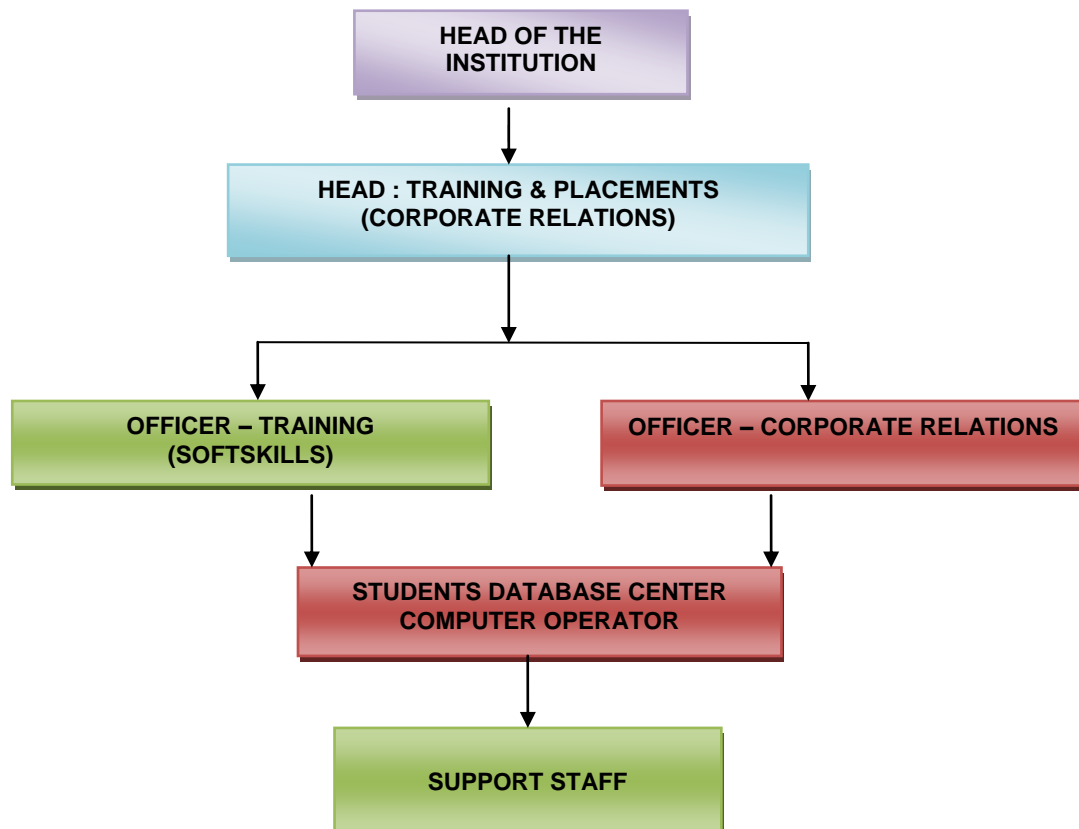
2.2 Training Objectives

1. Design & organize training programs to the students on strategically relevant competencies along with academics to make them industry ready
2. Provide necessary behavioral inputs thru structured program so that our students can take-up & overcome any challenges at work & personal front
3. Organize periodical review on effectiveness on the training programs and establish a process for continuous learning
4. Organize industry visits, expert sessions to update the knowledge on industrial recent trends

2.3 Placement Objectives

1. Visualize and get requirements, connect to the recruiting companies thru placement portal, Visits, Built and maintain good relations
2. Integrate and interface with the industry continuously by organizing, coordinating frequent guest lectures, industry tours, and implant training and projects of industrial relevance to the students
3. Provide expertise counseling to every aspirant student to define their career interests
4. Setup and strengthen the network with Alumni
5. Organize and coordinate campus placement program to fulfill the commitment of every aspirant

3.0 ORGANIZATION CHART OF TRAINING & PLACEMENT CELL



3.1 Mentoring Framework

The mentoring activities are coordinated by the Mentoring coordinator.

The mentors are faculty members appointed by the HOD'S from the respective departments. **Each mentor is attached to a group of 20 students.** For the first year students, two faculty members from the branch and one from the Humanities and Sciences are assigned as mentors, each mentor for a group of 20 students.

The mentors are trained to handle

1. Behavioural aspects of mentee
2. Academic issues
3. Career Guidance etc..

*Term: The students are attached to the same mentor until they complete their course at the institute.

Periodicity of the mentoring meetings: The mentors meet the student twice a month adhering to the schedules mentioned in the Institute Calendar and respective class time tables. Mentors are available to support the mentees even after the working hours and on all exigencies.

The mentoring coordinator will meet the mentors twice each semester to discuss the schedules and follow up action.

3.2 T & P Organization

1. The Training & Placement Cell is headed by experienced fulltime expert / Professor Assisted by officer (Corporate Relations) and Training Officer.
2. A placement committee comprises of representatives from faculty and students, functions with a responsibility to organize Company visits, student database, prepare placement brochure, communicate the companies, support placement activities and participate in campus placements etc.
3. Student representatives along with faculty members coordinate the activities of 'High Intensity Training program' and other training programs that are structured throughout 4 yrs.
4. TERM : The term usually is one year since the student representatives are from final year. In case a member not showing interest or not complying with the activities, a new member of the same branch is nominated with the concurrence from the Department Head.
5. Periodicity of the Meeting : The training & placement committee will meet twice in semester – On emergency whenever a placement activity is scheduled, the committee will meet with either particular branch or with all the branch coordinators as per placement requirements. Minutes of the meeting will be shared either through mail or thru hard copy.

3.3

THE PLACEMENT COMMITTEE

