



भारतीय सूचना प्रौद्योगिकी संस्थान, अगरतला (त्रिपुरा)

INDIAN INSTITUTE OF INFORMATION TECHNOLOGY, AGARTALA
AGARTALA - 799046 (TRIPURA)

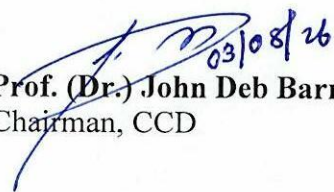
File No.: NITA.4(109-Accounts)/IIIT Agartala/T&P/Placement policy/2026-2027

Date: 03/08/2026

NOTIFICATION

This is to inform all the BTECH CSE final year students of IIIT Agartala that, with the approval of the Competent Authority, the Institute Placement Policy has been framed and is enclosed as **Annexure-A**. Additionally, the Institute Placement Rules and Regulations have been framed and are enclosed as **Annexure-B**.

All students are hereby advised to go through the documents carefully and strictly adhere to the Institute's Placement Policy, Rules, and Regulations.


Prof. (Dr.) John Deb Barma
Chairman, CCD

Copy to:

1. The P.S. to the Director, IIIT Agartala, for kind information to the Director.
2. The Registrar, NIT Agartala, for kind information.
3. Dean (AA), NIT Agartala, for kind information.
4. Dean (SW), NIT Agartala, for kind information.
5. HoDs, IIIT Agartala, for kind information.
6. The System Administrator, for uploading the notice to the Institute website


Prof. (Dr.) John Deb Barma
Chairman, CCD



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Annexure-A

INSTITUTE PLACEMENT POLICY

A student can avail a **maximum of two Job offers from the campus**, the details are as follows:

1. **DREAM (TIER-I):** Registered and eligible students interested in such opportunities may participate in the placement drive under the Dream Tier. *(Optional)*.
 2. **STANDARD (TIER-ID):** Registered and eligible students may participate in the placement drive under the Standard Tier. *(Compulsory or Optional, as decided by the CCD)*
- Any company offering an internship followed by a performance-based offer will be optional for eligible students.
 - The allocation of tiers will be decided by the CCD, IIIT Agartala based on factors such as industry relationships, company prospects, institutional priorities, and other relevant parameters.
 - All PSUs will be categorized under TIER-I.
 - If a student is placed in TIER-I, they will not be allowed to participate in any further campus placement drives.
 - If a student is placed in TIER-II, they may be allowed to participate in TIER-I campus placement drives.
 - If a student is placed through an on-campus placement drive, they will not be eligible for any other internship, internship with FTE, or internship followed by a PPO through on-campus and/or off-campus opportunities. However, if a placed student opts to undertake an internship through off-campus means, their on-campus placement offer shall be considered null and void.
 - If a student is placed in any TIER-I campus placement drive, all other tier offers will be rendered null and void.
 - If a student registers for a company's placement or internship process but fails to participate in any stage of the selection process (e.g., PPT, test, GD, or interview), they will be considered PLACED in the respective tier of that drive.
 - A No Objection Certificate (NOC) will not be issued for any six-month internship (on-campus or off-campus) without an FTE or performance-based offer, regardless of the source of the opportunity.
 - A student who wishes to undergo an off-campus six-month internship followed by Full-Time Employment (FTE) or a Pre-Placement Offer (PPO) must submit a declaration of withdrawal from the placement process prior to applying for the No Objection Certificate (NOC).



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Annexure-B

INSTITUTE PLACEMENT RULES AND REGULATIONS

A. ELIGIBILITY & REGISTRATION:

1. The final year students interested in campus placement (On campus and off campus) should register for campus placements with the Centre for Career Development (CCD). Placement Registration is for the final placement session only.
2. Registration for all programs/degrees will be done during the month of June.
3. Campus placement is a facility provided for the students. Students who are not interested in placement are advised not to register for placement. Students who do not register for placement have to compulsorily give a declaration for not participating in the placement drives while completing the placement registration process. Students who have not registered for placement will not be allowed to participate in any of the placement processes (even in Public Sector Units) that occur through CCD, IIIT Agartala.
4. Students have to fill up a Google form to register for the placement session. The student who does not register will not be enlisted in the students available for placement. It is the responsibility of the student coordinators of the respective department to complete the registration process in time as decided by the CCD.
5. In the Google form, there should be a declaration that "All the information provided in the Google form is true to my knowledge and any violation in the information provided will be punishable by the authority" and an acceptance of the terms and conditions.

B. TERMS AND CONDITIONS:

Placement Policy: Information on the placement policy has to be cleared to the students registering for placements with a declaration as follows:

I have read and completely understood the placement policy with its pros and cons, and I accept that I will abide by the rules and regulations framed by the Centre for Career Development.

C. PRE-PLACEMENT TALKS (PPT):

1. Information regarding PPT will be provided through the respective student placement coordinator(s) well in advance. Students should be seated in the designated venue 15 minutes before the scheduled start of the PPT.
2. Attendance for PPT is compulsory and if students did not appear for PPT, action will be taken as per the Institute Student Discipline Manual.
3. Students must go through the complete selection process of a particular company, once they have registered for that drive.
4. Any clarification regarding salary break-up, job profile, place of work, bond details etc. must be sought from the companies during PPT process.
5. Once the offers are released by the company, CCD will not be responsible for any terms and conditions regarding salary break-up, job profile, place of work, bond details etc.



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D.DRESS CODE:

Students must be formally dressed whenever they participate in any interaction with a company (Physical and Virtual)

CCD office reserves the right to remove a student from attending the selection process/PPT, if they do not follow the below-mentioned dress code:

During Placement/ PPT/ Written test/online test / Interview Session

- ✓ Full Sleeve Shirt (preferably white or light colored), (tucked in) with formal blazer/ overcoat and tie (preferably Navy blue or black colored).
- ✓ Formal Trousers (preferably black or dark colored (Full pant), (No Jeans)).
- ✓ Formal Shoes (polished).

Should be taken as a compulsory dress code for Boys.

- ✓ Salwar Kameez/ Sarees or full formal suit with formal polished shoes for girls students.

Should be taken as a compulsory dress code for Girls.

For a defaulter, action will be taken as per the Institute Student Discipline Manual.

E. IDENTITY CARDS:

Students must bring their institute identity cards with them whenever they go through the placement process. Without identity cards, they won't be allowed to take part in the placement process.

F. PLACEMENT PROCESS:

It is the responsibility of the student to check announcements/ notices/ updated information / shortlisted names etc. in the respective groups. Students are expected to be punctual.

G. ATTENDANCE & PUNCTUALITY:

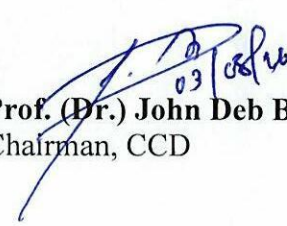
- I. Registered shortlisted students are bound to go through the entire selection process unless rejected in between by the company. Any student who withdraws intentionally in the middle of a selection process, action will be taken as per the Institute Student Discipline Manual.
- II. Action will be taken as per the Institute Student Discipline Manual for late comers for PPT/ Aptitude test / GD/interview/ or other process.
- III. DISCIPLINE: Students must maintain discipline and demonstrate ethical behavior in every action they take during the placement process. Any student found violating the disciplinary rules set by the company or defaming the institute's name will face disciplinary action as per the Institute Student Discipline Manual.
- IV. Students are not permitted to communicate directly with the company HR representatives or officials of the recruitment teams before joining. In special cases, written permission should be obtained from the Chairman of the CCD.



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- V. UG students, after registration, it is compulsory to participate in all the campus recruitment drive of the institute, failing which, action will be taken as per the Institute Student Discipline Manual.
- VI. PG student, after registration, it is compulsory to participate in all the campus recruitment drives of the institute; on failing, action will be taken as per the Institute Student Discipline Manual.
- VII. Any student found engaging in misbehavior or unethical practices at any stage of the selection process will face disciplinary action as per the Institute's Student Discipline Manual.
- VIII. If any company changes the terms and conditions or other criteria after the declaration of the result, CCD will not be responsible for the same.
- IX. If any communication is received by CCD from the HR of any company, stating that "selected students will not be allowed to sit in any further placement drive," then the students will be given a choice whether to sit for the particular placement drive or not. Irrespective of the placement policy, the same shall be implemented, but this information regarding the conditions levied by the company will be informed to the students prior to the placement process.
- X. For all matters not covered by the above regulations, the CCD office will use its preference to take appropriate decisions. The decision taken by this office shall be binding on all students/scholars.
- XI. CCD holds the right to make exceptions to the Rules and Regulations, Policies on consultation with the authority as and when required for the benefit of the Institute.
- XII. The above institute placement policy, institute rules and regulations are valid till further modification.
- XIII. The placement process is restricted to final-year students, and their eligibility to participate shall be limited to one academic year only.
- CCD holds the right to make exceptions to the Rules and Regulations, Policies on consultation with the authority as and when required for the benefit of the Institute.


Prof. (Dr.) John Deb Barma
Chairman, CCD