



# Policy for Career Guidance and Placement

**P. K. M. College of Education, Madampam**



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## POLICY

Area: Students welfare

Policy no: POL011/CGP/PKM/2019

Title: Policy for Career Guidance and Placement

Policy owner: Principal

### POLICY STATEMENT

The Career Guidance and Placement Policy aim to provide comprehensive support for individuals seeking to navigate their professional journey. This policy is designed to offer personalized career guidance, equipping individuals with the necessary skills, insights, and resources to make informed decisions about their career paths. The policy emphasizes inclusivity, diversity, and equal opportunities, ensuring that every individual receives tailored support regardless of their background. We strive to create a dynamic and responsive environment that empowers individuals to achieve their career goals, fostering a seamless transition from education to meaningful employment.


### OBJECTIVES

- ❖ Provide individuals with comprehensive career guidance including assessments, counseling and resources to help them identify and pursue suitable career paths.
- ❖ Facilitates the acquisition of essential skills through Targeted training programmes.
- ❖ Ensure that career guidance and placement services are inclusive, recognizing and addressing the diverse needs of individuals from various backgrounds, ensuring equal opportunities for all.
- ❖ Conduct career awareness events for students.
- ❖ Provide continuous learning experience.
- ❖ Encourage individuals to explore diverse career options.
- ❖ Maintain a database of student academic and employment records.

### ROLES AND RESPONSIBILITIES

- ❖ To support the students in the development of soft skills and communication ability in order to challenge the rigors of competitive tests and at work place.
- ❖ To organize orientation sessions from educational experts to understand the latest trends and industry pre-requisites.
- ❖ Workshops, Seminars, personality development programmes are organized to build confidence.




  
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- ❖ To organize pre-internship programme to make students ready. Earn while learn programmes are arranged for the needy students like Pragya- online tuition, Cricket\_ online coaching for competitive exams, online teaching etc.
- ❖ To provide training on aptitude skills to succeed in the quantitative tests in the campus interviews and competitive exams.
- ❖ To initiate domain-based training programmes.
- ❖ To conduct Mock interviews and group discussions as a part of the industry readiness Programme.
- ❖ The cell organizes series of entrepreneurship programmes with the motto of facilitating students to become job creators rather than job seekers.
- ❖ Periodical understanding of the job avenues is understood and programmes are organized to the students at par.
- ❖ To build a strong network and establish symbiotic relationship among the corporates, houses, industries, alumni and peer institutions for university placements, internships and related activities.

## POLICIES ADOPTED

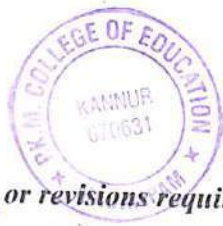
- ❖ Provide career guidance classes for students at appropriate time.
- ❖ Provide job opportunities for students during their course.
- ❖ Provide certificate courses which enhance students' professional skills and make them more competitive in the job market.
- ❖ Organizing visits to industries and expos to give students a firsthand look at different workplaces, industries, and job roles, helping them to take appropriate decisions on their career paths.
- ❖ Invite industry professionals and alumni to deliver guest lectures, sharing insights into their careers, discussing industry trends, and providing valuable advice to students.
- ❖ Facilitate internship Programmes that enable students to gain hands-on experience in their chosen fields, helping them apply theoretical knowledge to real-world scenarios and build valuable industry connections.



  
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**APPROVAL AND REVIEW DETAILS**

Approval Authority	Governing body
Administrator	Principal
Approved on	10-05-2019
Next review date	May, 2024



  
Principal

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**Nb:** Any updates or revisions required for the policy within the policy period, can be carried out by IQAC on approval by the Principal.