



**DEPARTMENT OF TRAINING AND PLACEMENT**  
**DELHI TECHNOLOGICAL UNIVERSITY**

(Formerly Delhi College of Engineering)

**Govt. of NCT of Delhi**

Shahbad Daulatpur, Bawana Road, Delhi 110042

Tel: +91-11-27871421, [www.dtu.ac.in](http://www.dtu.ac.in), Email: [placements@dtu.ac.in](mailto:placements@dtu.ac.in)

F.NO./DTU/T&P/564/2024-25/282 /349

Date 27/08/2025

**NOTICE**

With reference to the earlier notice F.NO./DTU/T&P/564/2024-25/282 dated 11/02/2025, the Competent Authority has approved the revised rules and regulations for the position of Placement Coordinator for the academi session 2025-26, as per the details given below:

**Rules and Regulations for Placement Coordinators, 2025-26**

1. Eligibility: Pre-final year students with a CGPA of 7.0 or above, no history of backlogs, and a minimum of 70% marks in both 10th and 12th grade are eligible to apply.
2. A PC applicant should not have any history of disciplinary action or involvement in unethical activities.
3. Only students committed to serving the Department of Training and Placement (T&P) throughout the entire placement season should apply for the role of Placement Coordinator.
4. If a Placement Coordinator (PC) secures a full-time job offer, whether on-campus or off-campus, they will not be permitted to undertake a six-month internship.
5. The tenure of Placement Coordinators will be from January to December, 2025, However, in case of good performance & in-presence availability in T&P office, a PC may be allow to serve till the end of the academic session.
6. A PC must take NOC from T&P to apply for an off-campus job.
7. Joining an internship without prior permission from the Department of Training and Placement (T&P) during the placement session will result in disciplinary action against the concerned PC.
8. A PC is not allowed to hold a position in any student body or society, including that of a Class Representative (CR).
9. A PC must maintain confidentiality regarding recruiter information, selection criteria, and internal placement data.
10. Sharing confidential placement details with unauthorized individuals is strictly prohibited. Any such violation will result in strict disciplinary action against the concerned PC.
11. A PC must not indulge in any biased behaviour, favouritism, or unethical practices to influence recruitment outcomes. Any attempt to manipulate placement procedures will result in immediate disciplinary action.
12. A PC must not be involved in external placement consultancies, agencies, or unauthorized job referrals.
13. A PC must conduct themselves with professionalism and represent the institution positively during interactions with recruiters and peers.



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14. Any misconduct, negligence, or failure to fulfil responsibilities may result in removal from the role and disciplinary action.
15. A PC must be available for all placement-related activities, meetings, and training sessions as scheduled by the T&P Department. Absence without prior approval may result in termination from the role.
16. PCs must adhere to all policies and guidelines set by the Department of Training & Placement.
17. The Head of Training & Placement (HoD, T&P) is authorized to make decisions regarding any modifications to the above rules or the introduction of new rules or conditions as needed.

**The Rule and Regulations for Placement Coordinators are also available on the T&P website (<http://tnp.dtu.ac.in/Pstats.html>).**

*[Handwritten signature]*  
29/07/25

**Prof. Anil Singh Parihar  
Head (Training and Placement)**

**Copy to: -**

1. PA to VC: - for kind information to the Hon'ble Vice Chancellor.
2. PA to Registrar: - for kind information.
3. Head, Computer Centre with the request to upload on DTU website.
4. Dean Academic (UG/PG)
5. All HODs
6. All Notice Boards.