



**DON BOSCO ARTS AND SCIENCE COLLEGE - (Co - Ed)**  
(AFFILIATED TO THE UNIVERSITY OF MADRAS)  
CHENNAI - 600 010

**Don Bosco Arts and Science College, Kilpauk, Chennai-10**  
**Career Guidance and Placement Cell**  
**Policies, Rules and Regulation**

**2024-2025**

*“The secret of getting ahead is getting started”- Mark Twain*

**1. Aim**

The Career Guidance and Placement Cell at Don Bosco Arts and Science College, aims to empower students with comprehensive career-related support and opportunities, ensuring they are well-prepared to enter the professional world upon graduation.

**2. Objective**

Our goals are to facilitate industry interactions, offer individualised career counselling, arrange skill development workshops, and build relationships with top businesses for internships and placements in order to accomplish this goal. By these initiatives, we hope to support students' professional goals, increase their employability, and close the knowledge gap between academics and business, all of which will contribute to their overall growth and success in their chosen sectors.

**3. Registration**

- Students will be asked to register via Higrade portal regarding their willingness either to get recruited or to upskill through various courses offered by the college.
- This will be a one-time registration process. Therefore, students are asked to register their choice carefully.
- Based on their choices, students will be trained accordingly, without compromising in quality.
- Though the choices vary, all the final year students will be given equal training during their academic year.

- **Students must carefully enter their contact number and mail ID, since all the announcements will be conveyed only through that contact number/mail ID.**

#### **4. Eligibility for Placement**

- **No standing arrears and with 75% of attendance are mandatory.**
- **Students who are involved in activities against the vision and mission of the college, indulging in unwanted malpractice, will not be allowed to take part in the campus drive or in any events conducted by the cell, unless he/she gets a proper permission from the management.**

#### **5. Student's Corner**

- **In order to upgrade the leadership calibre of the able, efficient and interested students and to ensure the transparency of the process, our cell eagerly welcomes the interested **First- and Second-year students** to be the **President, Vice President and the members of the cell.****
- **Students can propose their area of interest, authentic courses they wish to the cell. Based on proper verification, those courses will be incorporated. This initiative is to make students to get involved with the cell and to know the skill that is in highest demand in the contemporary world.**

#### **6. Contact**

- **For any queries, students can drop a mail to [placement@dbcc.edu.in](mailto:placement@dbcc.edu.in) or they can approach the Career guidance and Placement Cell office from 9.00 A.M to 2 P.M.**

*S. Xaver Raj Babu*

