



SRI MANAKULA VINAYAGAR ENGINEERING COLLEGE

(An Autonomous Institution)

Puducherry - 605 107



CAREER GUIDANCE CELL

Policy

Version 2.0



SRI MANAKULA VINAYAGAR ENGINEERING COLLEGE

(An Autonomous Institution)

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NOTIFICATION

Ref: **SMVEC / IQAC / T&P / JAN 2023**

Date: **10-01-2023**

In the pursuance of the resolution passed by the Governing Body Meeting at its meeting held on December 31, 2022 in its resolution no. GB 2022.05.09 and the decision was taken by the Management of SMVEC

It is hereby notified for information of all concerned that the Sri Manakula Vinayagar Engineering College, Puducherry has published the policy for Career Guidance Cell. This will come into force with immediate effect.


Dr. AA. Arivalagar
 IQAC coordinator


Dr. N.S.N Caillasame
 Placement Officer


Dr.V.S.K. Venkatachalapathy
 Director cum Principal

Dr. A. A. ARIVALAGAR, M. Tech., Ph.D.,
 IQAC Co-ordinator
 Sri Manakula Vinayagar Engineering College
 (An Autonomous Institution)
 Madagadipet, Puducherry-605 107.

CAILASSAME, N.S.N., M.E., M.B.A.,
 PLACEMENT OFFICER
 Sri Manakula Vinayagar Engineering College
 Madagadipet, Pondicherry-605 107

DIRECTOR CUM PRINCIPAL
 SRI MANAKULA VINAYAGAR ENGINEERING COLLEGE
 (An Autonomous Institution)
 Madagadipet, Puducherry-605 107.



POLICY FOR CAREER GUIDANCE CELL OF SRI MANAKULA VINAYAGAR ENGINEERING COLLEGE, PUDUCHERRY

INTRODUCTION

The Career Guidance Cell (CGC) shall be responsible to take stock of activities to be undertaken or proposed to be undertaken by means of conducting a student survey to understand student's needs. Accordingly, students will be to exposed to their requirements either in higher studies or foreign language studies. CGC further motivates, train and guide students on the same.

- At the initial stage CGC forms Higher Studies / Civil Services Exams / Language Studies clubs by getting interested students list.
- To renew contacts with leading higher study training centers for organizing higher study awareness programs
- To sign MoUs with foreign Universities / leading higher study training centers for organizing higher study awareness programs and guide the higher study aspirants further.
- To connect with alumni who have gone abroad for higher studies, to periodically motivate and guide our students.
- To organize Guest Lectures on Profile Building and Effective Statement of Purpose (SoP) Writing
- To organize higher study events and peer coaching department wise.
- To award and recognize the toppers in the Higher Study Exams / Competitive Examinations and recipients of Admission offers from the Universities in Abroad.

CLUBS

- Higher Studies Club
- Civil Services Exams Club
- Language Studies Club

HIGHER STUDIES CLUB

- Organizes coaching for GRE, TOEFL, TOEIC, GATE, CAT, IELTS inside the college premises by the leading external organizations and internal resource persons.
- Conducts Mock Tests for Higher Studies and various Competitive Exams among students to promote higher studies in India and Abroad.
- Provides study materials to help the higher study aspirants.

CIVIL SERVICES EXAMS CLUB

- Provides learning resources for the aspirants of IAS, IES, IRS, ...
- Invites eminent speakers to interact with our students about Preparation for the exam, Scheduling study hours, Attending the Exam & Interviews.
- Provides times slot for sharing the knowledge among the aspirants for peer enabled learning.

LANGUAGE STUDIES CLUB

- Organizes Foreign Language Programs on German, French, Japanese and Coaching Classes for Hindi & English Communication for the needy students.
- Conducts the Training for Business English Certificate (BEC-Vantage) and arrange for the conduct of the Computer-based BEC Exam in our premises.