

IMPORTANT NOTICE Placement Guidelines – 2026

All students seeking placement assistance through the Training & Placement Cell are required to adhere to the following guidelines:

1. Registration & Self-Declaration

- Students must complete the Placement Registration process within the prescribed timeline and gain access to the dedicated iLEAD Placement Portal.
- Students intending to pursue Higher Studies, Entrepreneurship, Family Business, Freelancing or Self-Employment must submit the prescribed declaration and opt out of the placement process before its commencement (before August 2026).

2. Eligibility

Students must:

- Complete all placement registration formalities.
- Meet company-specific eligibility criteria.
- Comply with all academic requirements prescribed by the University and the Institute.
- Have no unresolved disciplinary matters.
- Have no backlogs.

3. Placement Portal & North Star Program

- All placement applications must be submitted through the iLEAD Placement Portal.
- Participation in The North Star Program is mandatory for all placement-seeking students.

4. Placement Opportunity Policy

a. Absence from Interview

Students who submit their CVs but do not appear for the interview, excluding cases of medical emergencies and other genuine emergencies, shall be eligible for **3 (three) Institute-facilitated opportunities**.

b. Offer Rejection

Students who successfully clear the recruitment process and receive an offer but decline the offer without valid justification shall be restricted to **1 (one) further Institute-facilitated opportunity**.

c. Joining and Early Exit

Students who accept an offer, join the organization and subsequently leave without a valid reason and without informing the Employer, Department and Training & Placement Cell shall be restricted to **1 (one) further Institute-facilitated opportunity**.

d. Exceptional Cases

Cases involving medical emergencies, higher education admissions, family emergencies or other genuine circumstances may be reconsidered upon submission of supporting documents and verification by the Training & Placement Cell.

5. Placement Conduct

Students shall:

- Attend all scheduled recruitment stages once shortlisted.
- Maintain professionalism and workplace ethics.
- Provide accurate academic and personal information.
- Not falsify resumes, certificates or achievements.
- Respond promptly to communications from the Training & Placement Cell.
- Uphold the reputation of iLEAD and the recruiting organization.

6. Multiple Offer Policy

Students securing one employment offer may continue to participate in placement drives offering significantly higher career progression, compensation or role suitability, subject to the guidelines of the Training & Placement Cell.

7. Off-Campus Placements

Students receiving off-campus placement offers shall immediately inform the Training & Placement Cell and submit documentary proof of the offer for institutional records.

8. Important Note

iLEAD facilitates placement opportunities through its industry network; however, selection decisions, compensation, employment terms and employment outcomes remain solely at the discretion of the recruiting organization and are subject to the student's performance in the selection process. The Institute does not guarantee employment.

9. No Objection Certificate (NOC)

NOCs shall be issued only to final-year students with the approval of the respective Head of Department (HoD). Every NOC must bear the following signatures:

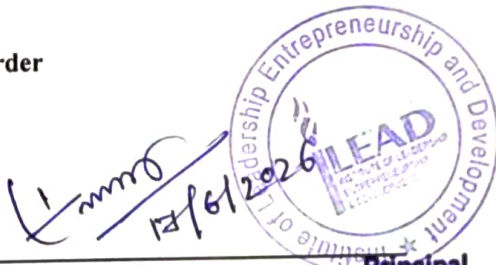
- Head of the Institution (Principal)
- Head of the Respective Department (HoD)

Students must submit a scanned copy of the approved NOC and the offer letter to the Training & Placement Department for record purposes.

Training & Placement Cell

Institute of Leadership, Entrepreneurship and Development (iLEAD), Kolkata

By Order



Prof. Dr. Niloy Sarkar
Principal, iLEAD

Principal
Institute of Leadership
Entrepreneurship & Development