

PLACEMENT CELL 2025-26

"The Placement Cell of H.R. College of Commerce and Economics ranks 1st in Maharashtra & 7th all over India for its excellent placement opportunities!"

OUR VISION

"To holistically train and seamlessly integrate the students with the corporate world. Making them wealth creators, by way of inculcating entrepreneurial traits or placements with reputed organizations."

• LINKING CAMPUS TO CAREERS TO COMMUNITIES •



CAMPUS



CAREERS



COMMUNITIES



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H.R. COLLEGE

of Commerce & Economics



About H.R. College:

H.R. College of Commerce & Economics is one of the leading Commerce, Management & Economics colleges, earlier affiliated to the University of Mumbai, and is a well-known name providing quality education. Our college holds the distinction of being awarded the highest grade i.e. 3.72 by NAAC (National Assessment and Accreditation Council) and was awarded 'The Best College in Mumbai by the University of Mumbai' in 2010-2011. It is a matter of pride to share that H.R. College based on its performance in NAAC and other parameters, has become a lead constituent College of HSNC University, Mumbai. It is a matter of pride to share that H.R. College based on its performance in NAAC and other parameters, has become a lead constituent College of HSNC University, Mumbai.

About the Placement Cell:

The Placement Cell of H.R. College is a Student-managed professional body, which is of the students, by the students and for the students. The Placement Cell liaisons with the corporate sector and the young, aspirational students of our college. It strives to assist the students in making a Career and not just get jobs. At Placement Cell, a student gets a chance to learn an array of skills, making them industry-ready professionals by attending the H.R. Pulse sessions and interacting with Top CEO's which teaches life skills like Resume Writing, Interview Skills, Group Discussion, Grooming and Etiquettes and the art of Negotiation to name a few. Overall, the Placement Cell not only ensures that you have a stable position once your schooling is over; it also assists you in gaining the necessary experience and skill sets to operate in a professional setting.

PLACEMENT POLICY FOR STUDENTS 2025-26

1. The placements are open for the **Third Year Students (2025-26 Batch)**, **First Year MCOM Students (2025-26 Batch)**, and **Second Year MCOM students (2024-25 Batch)**, of H.R. College of Commerce & Economics. The Non-Bonafide students and the students pursuing any professional courses which require mandatory articleship, internship or industrial training by whatever name be called are not eligible to apply. **It is mandatory for the First Year MCOM Students (2025-26 Batch) to provide the Placement Cell with a written declaration that he/she is willing to join full time roles.**
2. Students shall receive placement updates on the email address provided to the Placement Cell during the registration process. The students shall ensure that they provide the correct email address and check it regularly for updates.
3. Students are advised to create a filter that prevents the emails from landing in the spam or the junk folder in order to avoid missing important emails from the Placement Cell. Refer to this [link](#) or scan the QR code.
4. The list of students shortlisted/selected provided by the company will be mailed to the registered students of the concerned company; it is their responsibility to check emails on a regular basis to avoid missing any opportunity.
5. Students who register for the Final Placement Process will be updated regarding the companies coming on board for job opportunities. Only those who register for a company will be informed about its further selection process.
6. There will be no extension given for the registration of any company. Students are required to register within the given deadline.
7. It is mandatory for the registered students to confirm their acceptance of the job offer and acknowledge all the important updates on the same email thread. If not acknowledged strict disciplinary actions can be taken against such students.





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8. Students are required to ensure that they have enough storage space in the inbox of the email address provided during registration, as the Placement Cell sends updates via email. Students will be held fully responsible if they miss any update due to the reason mentioned above and shall be considered as a default.
9. In case the registered student, due to exigency, is unable to participate in the Final Placement Process he/she shall take approval from the Director of Placements i.e., Dr. Navin M. Punjabi on email at least 24 hours prior to the commencement of the process.
10. The student should be appropriately dressed in formals (Blazers Compulsory) throughout the process. They should be ready 15 minutes prior to the time mentioned by the Placement Cell to avoid any inconvenience.
11. Students are required to submit valid and true documents as proof **within the given timeline** in case they fail to attend pre-placement talks, interviews, and other processes. If invalid / false documents are submitted, strict actions will be taken against the students by the Placement Cell.
12. The Pre-Placement Talk and allowing deregistration are at the discretion of the company, the Placement Cell is not responsible for the same.
13. Students are only allowed to deregister after the Pre-Placement Talk of the company. Students who wish to deregister are required to fill out the de-registration form of that particular Company circulated after the Pre-Placement Talk, with an appropriate reason for the withdrawal from the same.
14. If a student is applying for a company, they should have full intention of getting selected and joining. It is mandatory for students who register for a company to attend the process of that particular company. Hence, they should apply for companies after careful consideration and read the Job Description thoroughly. Backing out from any process shall be considered as a default.
15. Students can apply for any company offered by the Placement Cell. However, once they receive a final offer from the company, they must accept it **within the timeline** specified by the prospective employer as per the policy. Failing to do so may lead to the offer being revoked.
16. It is mandatory for the students to mail us the Signed Copy of the Job Offer Letter provided by the Company and/or the Placement Cell. Failing to do so may lead to strict disciplinary action.

17. The Placement Cell or the College shall not be responsible if the company revokes the offer due to any reason, whatsoever.
18. The decision of the Director of the Placement Cell on any matter in the subject will be final and binding.
19. Kindly attach your resume within the file size limit of **10 MB** in a **PDF/Word Document unless specified otherwise**. The name of the file should be as follows:
Name_Surname_Program_Specialisation (if any).
Eg: John_Doe_TYBXX_Finance.
20. Students are advised to attach their latest and updated resumes with the registration forms circulated for the respective companies. No changes will be entertained later through emails once the resume is uploaded for that specific company.
21. All students should be carrying 5 hard copies of their resumes, 5 passport-size photographs (in business formal), and their college ID during the placement process. Students are also required to carry their own stationery and calculator for aptitude tests if required.
22. The students should ensure that they are in a proper network area for the Telephonic/Virtual Final Placement Process during the given time frame. Unless the company gives specific instructions, students are required to keep their camera on and microphone turned off.
23. Students must strictly adhere to the time allotted to them for the process. Attendance of their joining late will be maintained and disciplinary action may be taken for non-adherence. Any request for rescheduling of the process will not be entertained.
24. If a student fails to accept the Job Offer Letter, they have to provide a physical letter duly signed by the Principal & the Director of Placement Cell stating a viable reason for rejecting the offer to the Placement Cell.
25. Once the job offer is accepted on the mail and the offer letter is issued, it is a contract between the students and the company, the Placement Cell has no role whatsoever.
26. If a student gets selected directly by the Company not circulated by the Placement Cell, it's his/her duty to inform the same to the Placement Cell via an email and submit the duly signed offer letter for record.

27. Students must maintain the appropriate decorum while interacting with a prospective employer and any kind of misbehavior by any student would not be entertained.
28. Students who negatively impact the reputation of the college by their actions or non-action with the corporates, especially during the recruitment process, shall be considered to have defaulted.
29. Placement Cell is not responsible for the Job Profile/Description offered by the company. It is suggested that the student clarifies their doubts regarding the Job Profile/Description with the prospective employers during the pre-placement talk or interview.
30. The Placement Cell makes every effort to bring on-campus employment opportunities from reliable employers. However, it should be clear to the students and their parents that the college has no facility for in-depth screening of potential employers. The college accepts no responsibility in this matter. They are advised to conduct appropriate due diligence and reference checks about the companies providing job opportunities On and Off Campus.
31. The Principal and/or the Director of the Placement Cell may disallow any student from being a part of the Placement Process. The student will be given an opportunity to provide a reason as to why they shall not be disallowed from participating in the Placement Process.
32. All communications till the time of receipt of the offer letter shall be through the Placement Cell.
33. Students are not allowed to directly contact the company / point of contact of the particular company unless permitted by the Placement Cell.
34. Students who register for the company having an off-campus placement process are expected to reach the mentioned venue at the indicated time. If any student fails to do so, he/she will be debarred.
35. A student should remain on campus during the entire Placement Process and shall not leave in between unless they obtain permission from the Student Joint Chairperson / Director of Placement Cell.
36. Students are expected to maintain a required decorum and code of conduct with the members of the Placement Cell.



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37. Students should not mention the name of the companies that have recruited from us/are yet to recruit and are expected to maintain confidentiality on the same. Any such questions shall be directed to the Placement Cell.
38. Students are required to mail their queries to placementcellhrc@gmail.com. They should communicate with Placement Cell members through text messages/telephonic calls only in case of exigencies.

Consequences of Non-Adherence of the Policy:

1. Students violating any of the above mentioned policy resulting in a default shall lead to the following consequences:
 - **First Default:** The student shall receive a **warning**.
 - **Second Default:** The student shall be **debarred** from the **Internship Drive 2025-26**.
 - **Third Default:** The student shall be **debarred** from the **Final Placement Season 2025-26**.
 - Or **any such punishment** as deemed appropriate by the **Director of Placements and concerned college authorities**.
2. Pulse Sessions, Orientation Program and/or any other Training Program held before/during the Final Placement Season shall be **mandatory** for all the students to attend. Students failing to **attend 2 or more** Pulse Sessions shall be **debarred** from the **Final Placement Season 2025-26**.