



HIMALAYA LAW COLLEGE

APPROVED BY: BAR COUNCIL OF INDIA

AFFILIATED TO: PATLIPUTRA UNIVERSITY, PATNA

Chiksi, Paliganj, Patna – 801110. Mob: 9031068014, 9031015485

E-mail: himalayauniv.law@gmail.com, <http://himalayalawcollege.in/>

PLACEMENT CELL RULES AND REGULATIONS

1. Preamble

The Placement Cell of Himalaya Law College is constituted as a dedicated institutional body to facilitate the professional transition of students pursuing LL.B., B.A.LL.B., and LL.M. courses. The Cell acts as an interface between students and prospective employers, including law firms, corporate legal departments, public sector undertakings, NGOs, and other legal organizations. The objective is to ensure that students are equipped with the requisite skills and opportunities to excel in the legal profession, in consonance with the standards of leading law schools.

2. Objectives

- i. To bridge the gap between legal education and the requirements of the legal industry.
- ii. To organize and coordinate campus recruitment for final placements and internships.
- iii. To provide career counselling, skill development workshops, and industry interaction.
- iv. To maintain and enhance the reputation of the College through successful student placements.

3. Structure and Composition

- i. The Placement Cell shall be headed by a Faculty Placement Coordinator, supported by faculty members and student representatives from each programme.
- ii. Student representatives shall be selected based on merit, leadership ability, and commitment to the objectives of the Cell.
- iii. The Cell shall maintain regular liaison with alumni, recruiters, and industry experts.

4. Eligibility for Registration

- i. Only bona fide students of the final year of LL.B. and B.A.LL.B., and students of LL.M. shall be eligible to register for placement assistance.
- ii. Students must have a minimum academic score as prescribed by the College or recruiters and must not have any pending disciplinary proceedings.
- iii. Attendance in at least 75% of placement training and orientation sessions is mandatory.
- iv. Registration must be completed within the notified period. Late applications shall not be entertained.

5. Code of Conduct

- i. Students must adhere to a formal dress code during all placement activities and interviews.
- ii. All communication with recruiters shall be routed through the Placement Cell; direct approaches to recruiters are strictly prohibited.
- iii. Students are required to respond promptly to all communications from the Placement Cell and recruiters.
- iv. Any misrepresentation of facts, submission of fraudulent documents, or breach of confidentiality shall result in immediate debarment from the placement process and may attract further disciplinary action.

6. Placement Process

- i. The Placement Cell shall notify students of available opportunities, eligibility criteria, and timelines through official channels.
- ii. Applications must be submitted through the prescribed format and within stipulated deadlines.

- iii. Students may apply to multiple recruiters; however, upon acceptance of the first offer, the student shall be automatically withdrawn from all subsequent placement activities (“One Student, One Offer” policy).
- iv. Attendance at all stages of the recruitment process, including pre-placement talks, group discussions, and interviews, is compulsory for shortlisted candidates.
- v. Students must honor all commitments made to recruiters on behalf of the College. Withdrawal from the process after shortlisting or offer acceptance is strictly prohibited.

7. Training and Development

- i. The Placement Cell shall organize regular workshops on CV writing, interview skills, legal drafting, negotiation, and personality development.
- ii. Guest lectures, seminars, and industry visits shall be conducted to expose students to diverse career avenues in law.
- iii. The Cell shall maintain records of training attendance and performance.

8. Grievance Redressal

- i. Any grievance relating to the placement process must be submitted in writing to the Faculty Placement Coordinator within 48 hours of the occurrence.
- ii. Unresolved grievances may be escalated to the Principal, whose decision shall be final and binding.

9. Amendment and Interpretation

- i. The Placement Cell reserves the right to amend these rules from time to time to meet evolving industry standards and institutional requirements.
- ii. In case of any ambiguity or dispute regarding interpretation of these rules, the decision of the Principal shall prevail.

PLACEMENT COMMITTEE MEMBERS

S. No.	Name of the Staff	Designation	Role / Responsibility	Contact Details
1.	Dr. Rajeev Kumar	Principal	Chairperson	9939626027
2.	Vikash Anand	Assistant Professor	Member Secretary	8340772257
3.	Shagufta Yasmeen	Assistant Professor	Member	7217696247
4.	Anupam Kumar Tiwari	Assistant Professor	Member	9507991852
5.	Deepmeera	Assistant Professor	Member	9262965351



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From,
Principal
Himalaya Law College
Chiksi, Paliganj, Patna - 801110

Subject: Invitation for Registration to carry out Campus Placement Activities at Himalaya Law College.

Sir,

As the Principal of Himalaya Law College, it is my pleasure to extend a cordial invitation for you to participate in our Campus Placement activities. At our institution, we place great emphasis on fostering strong relationships between academia and industry and are committed to conducting a successful Campus Recruitment program for the academic session concluding in 2025.

Himalaya Law College, affiliated with Patliputra University and recognized by the Bar Council of India, offers a variety of programs at the Undergraduate (UG) and Postgraduate (PG).

We warmly invite you to visit our College and take part in the Campus Placement Drive for the 2025 batch. Kindly register your organization on our placement portal through the attached proforma.

We look forward to your positive response and hope you will consider joining our dedicated team in this valuable initiative.

Please communicate your consent by sending a letter via email to himalayauniv.law@gmail.com or contact us at 9031068014.

Thank you for your time and consideration.



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Registration Form for HLC Placement Drive

Company Profile

Company Name: _____

Company Details: _____

Company Head Office: _____

Company Website: _____

Company HR Name: _____

Company HR Contact No: _____

Company HR Email ID: _____

Note: Kindly attach the latest Company Brochure with the Email