Ref. No. IKGPTU/CRA/..19...............

Dated. June/16/2023

Directors/ Principals
All the University Campuses/ Colleges & Institutions
Affiliated with IKG PTU

Sub: TCS Admin Off Campus Hiring.

Dear Sir/ Madam

I K Gujral Punjab Technical University invite your institute to participate in TCS Admin Off Campus Hiring for the concerned students/alumni of its campuses and affiliated colleges as per the below mentioned details:-

Course/Stream	:	B.Com/BBA/BMS
Batch Eligible	:	2022 & 2023 passed out
Eligibility criteria	:	60% throughout
Test Date	:	July 15, 2023 (Saturday)
Registration link	:	https://www.tcs.com/careers/india/tcs-admin-off-campus-hiring

Eligibility Criteria:-

- **Course Duration:** Candidates should have completed the course in the stipulated course duration (i.e., No extended education).
- **Gap / Break in Education**: It is mandatory to declare gaps in education if any. Overall academic gap should not exceed 24 months until highest qualification. Relevant document proof, as applicable, will be checked for gaps in education.

- **Backlogs**:
    - **2023** YoP Students: - Only one pending backlog is permitted for the candidates, however all pending backlogs should be completed within the stipulated course duration.
    - **2022** YoP Students: - No pending backlogs would be allowed for candidates with YoP 2022. Course should have been completed within the stipulated course duration. Candidate should be able to produce all marksheets and certificates.

- **Course Types:** Only Full-Time courses will be considered. Candidates who have completed their Secondary and / or Senior-Secondary course from NIOS (National Institute of Open Schooling) are also eligible to apply if the other courses are full-time.
- **Age:** Minimum age should be 18 years and maximum age should be 26 years at the time of being put through the TCS selection process.
- **Work Experience:** Candidates with prior work experience of up to 2 years are eligible to apply for the Hiring Process.

"Propelling Punjab to a prosperous Knowledge Society"

Ref. No. IKGPTU/CRA/.......19............   Dated.June/16/2023

Application Process:-

Step 1:- Logon to the TCS NextStep Portal here.

Step 2:- Register and **Apply** for the Drive

- **Scenario A.** If you are a r**egistered user under TCS NextStep Portal, 'IT' category,** kindly **login** with your TCS Reference ID (CT / DT reference number) and proceed to complete the **Application Form**. Upon submission, kindly click on '**Apply For Drive**'
- **Scenario B.** If you are a **new user,** kindly click on **Register Now,** choose category as '**IT**', register and create your TCS Reference ID (CT / DT reference number). Login with the TCS Reference ID and submit your **Application Form** and click on '**Apply For Drive**'

Step 3:- Select your mode of test (in-center), choose your preferred test center, and then click on Apply. **Please note, test center once selected cannot be changed.**

Step 4:- To confirm your status, check 'Track Your Application'. The status should reflect as '**Applied for Drive**'

You are requested to kindly direct the Training & Placement Officer of your College/ Institute to share the information with all the concerned students/alumni. *Last date of online registration is June 29, 2023 before 1700 hrs.*

For any further queries, you may please call Dr. Mrigender Singh Bedi, Assistant Director (CR&A) @ +91- 9478098076.

With profound regards,

Er. Navdeepak Sandhu
Deputy Director (CR&A)

CC:

- **Registrar, IKG PTU** for his kind information.

"Propelling Punjab to a prosperous Knowledge Society"

I.K. Gujral Punjab Technical University
Jalandhar-Kapurthala Highway, Kapurthala -144 603. Phone : 01822-282506
E-mail : placements.ptu@gmail.com **Website** : www.ptu.ac.in