

SIDDHARTH INSTITUTE OF ENGINEERING & TECHNOLOGY (AUTONOMOUS)

(Approved by A.I.C.T.E., New Delhi & Affiliated to J.N.T.U.A, Ananthapuramu) (Accredited by NAAC with 'A' grade)

(Accredited by NBA for CIVIL, EEE, MECH, ECE & CSE Courses) SIDDHARTH NAGAR, NARAYANAVANAM ROAD, PUTTUR – 517 583 CHITTOOR DIST., A.P., INDIA

Institutional Distinctiveness: "Earn While Learn"

Earn While Learn is a program aimed at assisting the students to attain self-reliance while they are in the phase of quest for higher education. It is very beneficial to students to earn income to realize financial independence in their educational career. This increases the self-assurance among the students. The students of various streams not only financially support their studies but also gain practical experience which would stand by them in their later career. This helps the students to gain first-hand experience of the corporate world and thereby develop their self-confidence and personality.

Siddharth Institute of Engineering & Technology gets admissions basically from rural areas. Majority of the students are from rural areas and economically weaker sections. With an objective to give students economic independence, hands-on experience, develop them for future jobs, and to encourage them for diversification of activities beyond the syllabus, 'Earn while learn' program was introduced. Our consistent effort is to set a benchmark for greatness and make education a mission to help the various requirements of the students who are the primary stakeholders. Our Institution targets empowering the students who wish to do their little in economic independence in their educational career. Siddharth Institute of Engineering and Technology has a tie-up with organizations which provide employment to the students of the Institution while still they are in educational career. The organizations that are giving employment to the students are:

- HICORE software consulting staffing
- dnd GLOBAL Technology & Solutions

The Institution receives applications in the beginning of the academic year to participate in this program. Students are required to maintain consistent academic progress to continue in the program. This resulted in the decrease of dropouts as the students are earning while learning and learning is with consistent progress. Attributable to the spread of, "Earn While Learn", larger part of the students is getting intrigued by the Institution. There has been a considerable progress in the student admissions for the past few years 855 in 2019-20 to 1250 in 2021-22. The Institution has witnessed appreciable growth in the placement rate of the students and along with increased remuneration. Every year the average annual package of compensation received by the understudies is expanding. The Institution is committed to provide training to the students for their future interviews and also for learning work

assignments. Majority of the students participate in the recruitment drives and get placed in the companies. Special sessions are conducted to the students to attend recruitment drives. This boosts the confidence among the students. The Institution is striving to remain distinct through excellence in education and practice and attain its vision. Siddharth Institute of Engineering & Technology takes pride in its faculty members in moulding the students. Students from rural areas are properly mentored, trained and moulded as future citizens to contribute to the betterment of the nation.

PRINCIPAL

Siddharth Institute of Engnineering & Technology
Siddharth Nagar

PUTTUR - 517583, Chittoor Dist.

Sample Offer Letters

August 24, 2017

Ms. INDRAJA

C/o Siddharth Group of Institutions, Siddharth Nagar, Narayanavanam Road, Narayanavanam, Puttur - 517581

Subject: Offer of Apprenticeship with HICORE SOFTEK PRIVATE LIMITED

Dear INDRAJA

We are pleased to offer you an apprenticeship opportunity with HICORE SOFTEK PRIVATE LIMITED, a subsidiary of DVG Technology solutions Pvt.Ltd.

This apprenticeship opportunity will commence from **4th October**, **2017**. During apprenticeship, you will be awarded a stipend of **Rs. 10,000/- (Rupees Ten Thousand only)** per month and will be subject to TDS. Your assignment will be valid for a period of **6 months** from the date of your joining. Your annual package will be Rs **2,50,000/-(Rupees Two lakhs Fifty Thousand only)** post 6 months apprenticeship. Your reporting manager will be **Padmanabha Naidu** during the period of your apprenticeship with HICORE SOFTEK PRIVATE LIMITED.

You will also be required to read through the terms and conditions of the offer and will be required to sign the same as your confirmation to adhere to the conditions specified. Your apprenticeship may be terminated without notice for reasons deemed unacceptable as per the code of conduct or any breach of the terms and conditions and / or if your performance is not as per expected standards, defined by your reporting manager. Please sign a copy of this apprenticeship letter confirming your acceptance to join us on or before **4th October**, **2017** failing which this apprenticeship offer stands void.

We look forward to a mutually rewarding association with you at HICORE SOFTEK PRIVATE LIMITED.

Yours sincerely, For HICORE SOFTEK PRIVATE LIMITED	
Bhaskar Reddy	Padmanabha Naidu
Director - Human Resources	CEO

ENCL.-

TERMS AND CONDITIONS OF CONTRACT CHECK LIST OF DOCUMENTS

- a) You will abide by all the rules, regulations and policies of the company. HICORE SOFTEK PRIVATE LIMITED reserves the right to amend such policies as needed.
- b) Payment of stipend will commence upon your successful completion of training and deployment to the project.
- c) You will be responsible for the safekeeping of all the company's properties and return in good condition, all the company's properties that may be in your use, custody or charge when demanded or on termination of the contract.
- d) You hereby assign all right, title and interest in any work produced by you pursuant to your assignment to us and acknowledge that we are contractually obligated to further transfer such produce.
- e) You agree to keep confidentiality and not use for any purpose any proprietary or confidential information of HICORE SOFTEK PRIVATE LIMITED, except as may be authorized in writing by us.
- f) During the period of your apprenticeship, you will not be entitled to any of the privileges and benefits availed by the employees on the rolls of HICORE SOFTEK PRIVATE LIMITED.
- g) You will be entitled to 1 day of leave per month during your apprenticeship with the organization
- h) At any time during this period, either side can terminate this service with 30 days' notice in advance.
- i) HICORE SOFTEK PRIVATE LIMITED may at any point of time decide directly or through a third party carry out a detailed verification of the reference and validation of credentials submitted by you (background check).
- j) You also hereby consent and agree to any amendments to these Terms and Conditions of Agreement, as deemed necessary by HICORE SOFTEK PRIVATE LIMITED. You will, in addition to the terms and conditions of agreement specifically stated herein, also be governed by the rules, regulations and such other practices, systems, procedures and policies framed, amended, modified or omitted by the Company. You will also be governed by statutory laws enacted by Central or State Government or local authorities, as may be applicable to you.
- k) Validity: This apprenticeship offer will not be valid and will be withdrawn under the following circumstances:
 - Not reporting to work on the accepted date
 - Not agreeing to execute the Contract Proprietary Information, Inventions and Non competition Agreement on the day of joining.
 - Not agreeing to execute the User Access Agreement on the day of joining.
 - Not agreeing to execute the Code of Conduct Agreement on the day of joining.
 - Unsatisfactory feedback on your credentials from any of the references furnished by you.
 - Any other essential information that has been suppressed or falsely provided.
 - Not entering into the training agreement on the day of joining.

If the terms of our offer are acceptable to you, please return the duplicate copies of the attached documents duly signed. It may be noted that, if you do not report for training on the date mentioned below, it will be deemed that you are not interested in our offer and the same will stand automatically withdrawn with effect from the said date.

I have read through my offer and the terms and conditions and hereby accept the same.

Date ______ Planned start date:

Name: ______Signature:

CHECK LIST OF DOCUMENTS

You are requested to bring along the following documents to complete your joining formalities. It is mandatory to provide these documents as it's required for background verification, as per our process.

- 1. Photocopy of the offer letter, Exhibit A and Exhibit B, duly signed.
- 2. Copy of Passport (wherever the entries are made)
- 3. Copies of academic certificates (right from SSLC till the last degree along with Mark sheets)
- 4. Two passport size photographs
- 5. Copy of PAN/Aadhar card
- 6. Permanent address proof- for which you may provide a copy of any one of the following:
 - o Driving license
 - Passport
 - o Ration card
 - Voters id card

Request you to carry the originals for verification.

August 24, 2017

Ms. LAVANYA.P

C/o Siddharth Group of Institutions, Siddharth Nagar, Narayanavanam Road, Narayanavanam, Puttur - 517581

Subject: Offer of Apprenticeship with HICORE SOFTEK PRIVATE LIMITED

Dear LAVANYA.P

We are pleased to offer you an apprenticeship opportunity with HICORE SOFTEK PRIVATE LIMITED, <u>a subsidiary</u> of DVG Technology solutions Pvt.Ltd.

This apprenticeship opportunity will commence from **4th October**, **2017**. During apprenticeship, you will be awarded a stipend of **Rs. 10,000/- (Rupees Ten Thousand only)** per month and will be subject to TDS. Your assignment will be valid for a period of **6 months** from the date of your joining. Your annual package will be Rs **2,50,000/-(Rupees Two lakhs Fifty Thousand only)** post 6 months apprenticeship. Your reporting manager will be **Padmanabha Naidu** during the period of your apprenticeship with HICORE SOFTEK PRIVATE LIMITED.

You will also be required to read through the terms and conditions of the offer and will be required to sign the same as your confirmation to adhere to the conditions specified. Your apprenticeship may be terminated without notice for reasons deemed unacceptable as per the code of conduct or any breach of the terms and conditions and / or if your performance is not as per expected standards, defined by your reporting manager. Please sign a copy of this apprenticeship letter confirming your acceptance to join us on or before **4th October**, **2017** failing which this apprenticeship offer stands void.

We look forward to a mutually rewarding association with you at HICORE SOFTEK PRIVATE LIMITED.

Yours sincerely,
For HICORE SOFTEK PRIVATE LIMITED

Bhaskar Reddy Director - Human Resources

Padmanabha Naidu CEO

ENCL.-

TERMS AND CONDITIONS OF CONTRACT CHECK LIST OF DOCUMENTS

- a) You will abide by all the rules, regulations and policies of the company. HICORE SOFTEK PRIVATE LIMITED reserves the right to amend such policies as needed.
- b) Payment of stipend will commence upon your successful completion of training and deployment to the project.
- c) You will be responsible for the safekeeping of all the company's properties and return in good condition, all the company's properties that may be in your use, custody or charge when demanded or on termination of the contract.
- d) You hereby assign all right, title and interest in any work produced by you pursuant to your assignment to us and acknowledge that we are contractually obligated to further transfer such produce.
- e) You agree to keep confidentiality and not use for any purpose any proprietary or confidential information of HICORE SOFTEK PRIVATE LIMITED, except as may be authorized in writing by us.
- f) During the period of your apprenticeship, you will not be entitled to any of the privileges and benefits availed by the employees on the rolls of HICORE SOFTEK PRIVATE LIMITED.
- g) You will be entitled to 1 day of leave per month during your apprenticeship with the organization
- h) At any time during this period, either side can terminate this service with **30 days' notice** in advance.
- i) HICORE SOFTEK PRIVATE LIMITED may at any point of time decide directly or through a third party carry out a detailed verification of the reference and validation of credentials submitted by you (background check).
- j) You also hereby consent and agree to any amendments to these Terms and Conditions of Agreement, as deemed necessary by HICORE SOFTEK PRIVATE LIMITED. You will, in addition to the terms and conditions of agreement specifically stated herein, also be governed by the rules, regulations and such other practices, systems, procedures and policies framed, amended, modified or omitted by the Company. You will also be governed by statutory laws enacted by Central or State Government or local authorities, as may be applicable to you.
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- Not agreeing to execute the User Access Agreement on the day of joining.
- Not agreeing to execute the Code of Conduct Agreement on the day of joining.
- Unsatisfactory feedback on your credentials from any of the references furnished by you.
- Any other essential information that has been suppressed or falsely provided.
- Not entering into the training agreement on the day of joining.

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 Date ______
 Planned start date: ______

 Name: ______
 Signature: ______

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- 1. Photocopy of the offer letter, Exhibit A and Exhibit B, duly signed.
- 2. Copy of Passport (wherever the entries are made)
- 3. Copies of academic certificates (right from SSLC till the last degree along with Mark sheets)
- 4. Two passport size photographs
- 5. Copy of PAN/Aadhar card
- 6. Permanent address proof- for which you may provide a copy of any one of the following:
 - o Driving license
 - Passport
 - Ration card
 - Voters id card

Request you to carry the originals for verification.



January 5, 2019

B. Gnapika 1/21, Cadisilanka Palli, Galiveedu(M), Kadapa

Subject: Offer of Apprenticeship with DVG TECHNOLOGY SOLUTIONS PVT. LTD

Dear B. Gnapika,

We are pleased to offer you an apprenticeship opportunity with **DVG Technology Solutions PVT LTD**.

This apprenticeship opportunity will commence from 7th January, 2019. During apprenticeship, you will be awarded a stipend of Rs. 10,000/- (Rupees Ten Thousand only) per month and will be subject to TDS. Your assignment will be valid for a period of 2 Years from the date of your joining and may or may not get extended / revised and the decision is purely subject to organizational need and approval from Management. Your reporting manager will be Jaya Chandra Reddy Gudla during the period of your apprenticeship with DVG Technology Solutions PVT LTD.

You will also be required to read through the terms and conditions of the offer and will be required to sign the same as your confirmation to adhere to the conditions specified. Your apprenticeship may be terminated without notice for reasons deemed unacceptable as per the code of conduct or any breach of the terms and conditions and / or if your performance is not as per expected standards, defined by your reporting manager. Please sign a copy of this apprenticeship letter confirming your acceptance to join us on or before 7th January, 2019 failing which this apprenticeship offer stands void.

We look forward to a mutually rewarding association with you at DVG Technology Solutions PVT LTD.

Yours sincerely,

For DVG TECHNOLOGY SOLUTIONS PVT. LTD.

JayaChandra Reddy Gudla Human Resources Manager PRINCIPAL
Siddharth Institute of Engnineering & Technology
Siddharth Nagar
PUTTUR - 517583, Chittoor Dist.

ENCL.-

TERMS AND CONDITIONS OF CONTRACT



- You will abide by all the rules, regulations and policies of the company. DVG TECHNOLOGY SOLUTIONS
 PVT. LTD reserves the right to amend such policies as needed.
- You will perform, observe and conform to such duties, directions and instructions assigned or communicated to you by the company and those in authority over you.
- You will be responsible for the safekeeping of all the company's properties and return in good condition, all the company's properties that may be in your use, custody or charge when demanded or on termination of the contract.
- You hereby assign all right, title and interest in any work produced by you pursuant to your assignment to us and acknowledge that we are contractually obligated to further transfer such produce.
- You agree to keep confidentiality and not use for any purpose any proprietary or confidential information of DVG TECHNOLOGY SOLUTIONS PVT. LTD, except as may be authorized in writing by us.
- During the period of your apprenticeship, you will not be entitled to any of the privileges and benefits availed by the employees on the rolls of DVG TECHNOLOGY SOLUTIONS PVT. LTD.
- You will be entitled to 1 day of leave per month during your apprenticeship with the organization
- At any time during this period, DVG TECHNOLOGY SOLUTIONS PVT. LTD. can terminate this service with 30 days' notice in advance.
- If, at any time during the term of the contract, you would like to leave DVG TECHNOLOGY SOLUTIONS PVT. LTD., you would have to pay a compensation to the organization totaling to a sum of ₹ 2,00,000 (Two Lakh Rupees Only)
- DVG TECHNOLOGY SOLUTIONS PVT. LTD may at any point of time decide directly or through a third party carry out a detailed verification of the reference and validation of credentials submitted by you (background check)
- You also hereby consent and agree to any amendments to these Terms and Conditions of Agreement, as deemed necessary by DVG TECHNOLOGY SOLUTIONS PVT. LTD. You will, in addition to the terms and conditions of agreement specifically stated herein, also be governed by the rules, regulations and such other practices, systems, procedures and policies framed, amended, modified or omitted by the Company. You will also be governed by statutory laws enacted by Central or State Government or local authorities, as may be applicable to you.
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- Not agreeing to execute the User Access Agreement on the day of joining.
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I have read through my offer and the terms and conditions and hereby accept the same.

Date	Planned start date: <u>07.01.2019</u>
Name:	
Signature:	

PRINCIPAL
Siddharth Institute of Engnineering & Technology
Siddharth Nagar
PUTTUR - 517583, Chittoor Dist.

Kenedy



January 5, 2019

V Jayasree Tuda Plots, 23-8-97/1 Plot No. 50A, 13th Cross, RC Road, . Tirupathi

Subject: Offer of Apprenticeship with DVG TECHNOLOGY SOLUTIONS PVT. LTD

Dear V Jayasree,

We are pleased to offer you an apprenticeship opportunity with **DVG Technology Solutions PVT LTD.**

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We look forward to a mutually rewarding association with you at DVG Technology Solutions PVT LTD.

Yours sincerely,

For DVG TECHNOLOGY SOLUTIONS PVT. LTD.

JayaChandra Reddy Gudla Human Resources Manager

ENCL.-

TERMS AND CONDITIONS OF CONTRACT

PRINCIPAL te of Englineering & Tech

Siddharth Institute of Engnineering & Technology
Siddharth Nagar

PUTTUR - 517583, Chittoor Dist.



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- You hereby assign all right, title and interest in any work produced by you pursuant to your assignment to us and acknowledge that we are contractually obligated to further transfer such produce.
- You agree to keep confidentiality and not use for any purpose any proprietary or confidential information of DVG TECHNOLOGY SOLUTIONS PVT. LTD, except as may be authorized in writing by us.
- During the period of your apprenticeship, you will not be entitled to any of the privileges and benefits availed by the employees on the rolls of DVG TECHNOLOGY SOLUTIONS PVT. LTD.
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I have read through my offer and the terms and conditions and hereby accept the same.

Date	Planned start date: <u>07.01.2019</u>
Name:	
Signature:	

