

NATIONAL LAW UNIVERSITY, DELHI

THE RECRUITMENT POLICY 2026

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CHAPTER I – PRELIMINARY

1. Short title and application

- (i). These rules shall be called ‘The NLU Delhi Recruitment Policy 2026’ (Policy).
- (ii). These rules shall apply to all the students of B.A.LL.B. (Hons.) at NLU Delhi.
- (iii). These rules shall be read with: Internship Rules and CV Vetting Rules (as applicable).
- (iv). These rules shall come into effect on the day Registrar Office and Vice Chancellor Office so confirms.

2. Definitions

- (i). ‘Applicant’ means a student who applies for any campus placement, assessment internship or internal PPO offer, through RCC or RCC endorsed opportunity.
- (ii). ‘Assessment Internship’ is an internship secured via the RCC, the purpose for which is evaluation for the purposes of offer of job. The RCC reserves the sole discretion to deem an internship as an assessment internship.

Explanation – Callback internships, as defined in Rule 2(v) of these rules, shall be deemed to be an Assessment Internship.

- (iii). ‘Assessment Internship Offer’ is any offer for a job received as a result of an Assessment Internship.
- (iv). ‘Batch Email ID’ means the Google Group ID of the respective batch.
- (v). ‘Call Back Internships’ refer to internships offered by a firm to return as an intern at the same firm and received as a result of performance in a previous internship secured through the RCC.
- (vi). ‘Campus Placement Offer’ means any offer of employment, received through the RCC or RCC endorsed opportunity, other than a PPO.
- (vii). ‘CGPA’ means the Cumulative Grade Point Average of a student, calculated as per the criterion laid down by the University in Academic and Examination Regulations.

Explanation – For the purposes of this Policy, the CGPA shall be calculated based on grades published by the Examination Department for the latest semester in respect of which complete results have been declared. A semester's results shall be deemed complete only when all grades for that semester, including those arising from medical repeats, revaluations, and improvements, have been declared.

Any prospective change in grades, whether anticipated or otherwise, on account of pending revaluation, improvement examinations, repeat examinations, or any other reason, shall not be taken into account once an election has been made or the operative

semester has been determined.

- (viii). 'Committee' or 'RCC' means the elected members of the Recruitment Coordination Committee of the batch.
- (ix). 'Day Zero' shall refer to the campus recruitment process facilitated by the RCC or Day Zero OC for a specified period as declared by the RCC, and shall be deemed to include all recruitment activities conducted prior to, during, and after the principal recruitment dates, whether referred to as pre-Day Zero or post-Day Zero recruitment. No distinction shall be drawn between pre-Day Zero, Day Zero, and post-Day Zero recruitment for the purposes of this Policy, and all such processes shall be governed by the provisions of this Policy in their entirety.
- (x). 'Day Zero OC' shall mean the members of the RCC who have been notified as the members of the Day Zero OC. It shall also include any student that is elected by at least 51% of members in Recruitment Pool provided that the student does not have any conflict of interest as per Rule 3 of this policy.
- (xi). 'Debarment' means removal from the Recruitment Pool in accordance with the procedures specified in this Policy.
- (xii). 'Department of Career Services' consists of the members tasked with developing industry relations, including for recruitment and internships.
- (xiii). 'Office of Career Services' is an office, the functions of which are currently outsourced to Mentblue.
- (xiv). 'Official communication' means all communication made by any member of the RCC representing themselves to be making such communication in their official capacity, including all communication sent from the RCC Email IDs (rcc@nludelhi.ac.in), as well as communications sent by individual members via other platforms including SMS, WhatsApp, telephonic and other conversations.
- (xv). 'Pre-Placement Offer' or 'PPO' means an offer of employment, including an offer of a training contract, made by any Recruiter, to a student, secured through the RCC, or otherwise, as a result of the internship with the employer or any work done by the student.
- (xvi). 'Pool Member' is a student who is a part of the Recruitment Pool as per Rule 13 of this Policy.
- (xvii). 'RCC Batch Email ID' means the respective batch RCC Email Id.
- (xviii). 'RCC main ID' means <rcc@nludelhi.ac.in>.
- (xix). 'Recruiter' means any law firm, company, consultancy firm, accountancy firm or any other organization or individual which offers legal or non-legal internship or employment opportunities.
- (xx). 'Recruitment Matters' includes, but is not limited to, discussions related to PPOs,

recruitment offers, potential recruiters, penalties regarding recruitment, and Day Zero.

- (xxi). 'Recruitment Pool' is the group of students who have expressed their willingness to sit for Day Zero recruitment process as per Rule 13 of this Policy.

CHAPTER II – GENERAL RULES OF CONDUCT

3. Conflict of Interest

- (i). The members of the Day Zero OC cannot be part of the Recruitment Pool.
- (ii). Members of the RCC (not notified as part of the Day Zero OC) shall not assist the Day Zero OC in any Recruitment Matters pertaining to the Day Zero.
- (iii). Provided that the preparation of the Recruitment Brochure and the preparation of the budget for Day Zero shall not be considered a Recruitment Matter.
- (iv). Any proposed deviance from sub-rule (i) and (ii) of this rule shall be permitted only with the approval of the Recruitment Pool, with simple majority of those constituting recruitment pool as on date.

4. Disclosure

- (i). Any individual member of the RCC shall not approach any Recruiter independently, representing themselves in their official capacity as an RCC member, with respect to Recruitment Matters. Such communication can only take place with the permission of the RCC members collectively.
- (ii). If any Recruiter approaches/ expresses an interest in internships/recruitments to any member of the RCC individually, or through the University, or through the RCC email IDs (rcc@nludelhi.ac.in) or any batch specific Id, then the recipient of that information is obliged to disclose this to the RCC. The RCC shall subsequently disclose its decision with respect to the Recruiter to the Recruitment Pool.
- (iii). No RCC member shall use the RCC contacts to approach any Recruiter for themselves/ any other member of the batch without first releasing a general call. Violation of this rule will result in a penalty in accordance with Rule 24 of the Policy.

Explanation – For the purposes of this rule, RCC contacts include all email addresses and phone numbers on the RCC email IDs but do not include those available in the public domain or obtained through any personal contact.

5. Confidentiality

All members of the RCC, as well as the Recruitment Pool, are bound to maintain strict

confidentiality regarding any information pertaining to the functioning of the RCC and the process of recruitment, and failure to do so will attract the consequences as provided for in this Policy.

Explanation – For the purposes of this Rule, disclosure of the recruitment dates, details of the Recruiters invited, and salary packages, to persons outside the Recruitment Pool shall be within the purview of strict confidentiality.

6. Recruitment Pool Meeting

- (i). The Day Zero OC may call a meeting of the Recruitment Pool to discuss Recruitment Matters.
- (ii). A meeting of the Recruitment Pool may be called by the Day Zero OC by giving a notice of not less than 24 hours through the Batch Email ID.
- (iii). Where a meeting of the Recruitment Pool is called for by the Day Zero OC, the quorum shall be at least 1/3rd of the Recruitment Pool.
- (iv). Provided that proxy votes shall be deemed to be included in the calculation of the quorum.

7. Emergency Meeting of the Recruitment Pool

- (i). The Day Zero OC may call an emergency meeting to discuss urgent matters which require the immediate attention of the Recruitment Pool.
- (ii). An emergency meeting of the Recruitment Pool may be called by the Day Zero OC by giving a notice of not less than two hours through the Batch Email ID.
- (iii). Provided that the Day Zero OC shall communicate the reasons for calling an emergency meeting to the Recruitment Pool in writing.
- (iv). The number of Pool Members present at the emergency meeting shall be deemed to be the quorum of the meeting and shall include proxy presence.

8. Proxies

- (i). A Pool Member entitled to attend and vote in a Recruitment Pool meeting has the right to authorize a student to attend and vote at such meeting on their behalf.

Provided that such proxy shall be allowed by the Day Zero OC only if the Pool Member is able to show exceptional circumstances for their non-attendance.

- (ii). A Pool Member desirous of appointing a proxy for a Recruitment Pool meeting shall inform the same to the Day Zero OC in writing before a time as specified by the Day

Zero OC in the notice to the meeting.

- (iii). The vote of the Proxy Pool Member in the meeting shall be considered as the final vote of the Pool Member who has appointed such proxy.
- (iv). Proxy votes shall be deemed to be a part of the quorum for a Recruitment Pool meeting.

Explanation – For the purpose of this rule a Recruitment Pool meeting shall include an emergency meeting of the Recruitment Pool.

9. Decisions of the Recruitment Pool and the Day Zero OC

- (i). All decisions at the Recruitment Pool Meetings, including Emergency Meetings, shall be taken by a simple majority of the number of Pool Members.
- (ii). All Pool Members shall have equal votes.
- (iii). In case of a tie, the Day Zero OC as a whole (with two thirds majority within its members) shall have a casting vote.
- (iv). All decisions taken in accordance with this rule shall be final and binding on the Recruitment Pool, unless a grievance is raised under Rule 10.

10. Grievance Redressal

- (i). Any grievance against a decision taken in accordance with Rule 9, may be directed to the Department of Career Services.
- (ii). In situations where the Department of Career Services' view under Rule 10 (i) is at variance with the original decision, the same shall be communicated to the Recruitment Pool and the Recruitment Pool shall re-vote on the decision, in due consideration of the advice received from the Department of Career Services.
- (iii). No vote shall be called for in situations where the Department of Career Services upholds the original decision.
- (iv). All decisions taken in accordance with Rule 10(ii), shall be final and binding on the Recruitment Pool.

11. Amendments to the Recruitment Policy

- (i). If any Pool Member feels the need to amend any rule in this Recruitment Policy, they can submit an email to the RCC.

- (ii). The RCC shall notify the Batch regarding the proposed amendment.
- (iii). A period of 48 hours shall be given to the Pool Members to second the proposed amendment, in a manner as may prescribed by the RCC.
- (iv). If more than $\frac{1}{4}$ th of the Recruitment Pool or 15 Pool Members, whichever is lower, second the proposal, then the RCC shall determine a suitable time and place to conduct a meeting of the Recruitment Pool in this regard.

Provided that in the event less than $\frac{1}{4}$ th of the Recruitment Pool or 15 Pool Members, whichever is lower, seconds the said application, the proposed amendment shall be deemed to have lapsed.

12. Nomination of Helping Member(s)

The Day Zero OC at any time, in its discretion, based on the quantum of work, may appoint helping members from the Recruitment Pool, or any person enrolled in B.A.LL.B (Hons) course, to assist the Day Zero OC with its work for a specified period.

Scope of involvement of such Helping Member(s) be determined by the Day Zero OC on a case-to-case basis.

13. RCC to discharge the functions of Day Zero OC

Pending the constitution of the Day Zero OC in accordance with these Rules, the RCC shall exercise all powers and discharge all functions vested in the Day Zero OC under this Policy.

Upon the Day Zero OC being duly constituted, such powers and functions shall stand transferred to the Day Zero OC forthwith. All decisions, communications, and actions taken by the RCC in the exercise of Day Zero OC functions prior to such transfer shall be deemed to have been validly made and shall continue to have effect unless specifically reviewed by the Day Zero OC after its constitution.

CHAPTER III – RECRUITMENT PROCESS

14. Admission to the Recruitment Pool

- (i). Students may join the Recruitment Pool by expressing their interest in a manner as may be prescribed by the Day Zero OC.
- (ii). Students may make an application to join the Recruitment Pool within the period specified by the Day Zero OC, or as otherwise decided by the Recruitment Pool.

Provided that the Day Zero OC reserves the right to admit persons to the Recruitment Pool beyond the prescribed deadline on the furnishing of sufficient reasons for the delay.

15. Leaving the Recruitment Pool

- (i). Pool Members may leave the Recruitment Pool by notifying the Day Zero OC.

Provided that Pool Members who leave the Recruitment Pool at a time when they have pending applications with any employer(s) shall be subject to a penalty in accordance with Rule 23 and 24.

- (ii). Pool Members may leave the Recruitment Pool after receiving/ accepting a job offer, however they will continue to be governed by this Policy.

16. Disclosures on CV

- (i). Applicants are required to disclose any pre-placement offer, obtained through RCC or otherwise, on their CV.
- (ii). Applicants are required to disclose any upcoming Assessment Internship obtained through RCC on their CV.

Provided that an Applicant is not required to disclose an upcoming Assessment Internship obtained otherwise (then from the RCC) on their CV.

Provided further that an Applicant shall disclose upcoming Assessment Internship, obtained from the RCC or otherwise, if so enquired by the Recruiter from the RCC or the Applicant.

Explanation – A vacation scheme shall be deemed to be an Assessment Internship obtained outside the RCC process for the purpose of this sub-rule.

- (iii). A member of the RCC who has been removed from the RCC can mention on their CV that they were a part of the RCC provided that their removal and the grounds of such removal are also mentioned.
- (iv). The Day Zero OC holds the power to obtain records relating to Unfair Means employed in an examination by the Pool Members and include it in the applications for Day Zero.

Provided that such record may not be included, in case the Vice Chancellor condones the same.

- (v). Where a Recruiter requires, as a condition of or in connection with the recruitment process, information regarding whether any shortlisted or selected candidate has been the subject of proceedings before the Internal Complaints Committee (“ICC”) of the

University (whether pending, concluded, or under review), the Day Zero OC shall, communicate such request to the ICC. All further steps in relation to such request, including candidate notification, the candidate's election to consent or withdraw, disclosure to the Recruiter, and the applicable confidentiality obligations, shall be governed exclusively by the Standard Operating Procedure for Disclosure of ICC Proceedings to Recruiters During Campus Recruitment, as approved by the University Administration ("ICC Disclosure SOP"). The RCC and Day Zero OC shall have no further role in the substance of any communication between the ICC and the Recruiter pursuant to such request.

- (vi). Members of the RCC, Day Zero OC, and Applicants are bound to maintain confidentiality with respect to all other details of proceedings under the provisions dealing with confidentiality under the sexual harassment redressal rules of NLU Delhi.

17. Number of Applications

- (i). An Applicant shall have a maximum number of 4 recruitment applications pending at a time through the Recruitment Process.
- (ii). An Applicant is deemed to have made a recruitment application only when their application has been forwarded to the Employer.

Provided that where two months have expired from the submission of an application to the Employer and the Applicant has not been informed of any acceptance or rejection by the Recruiter, the limit on recruitment applications will cease to apply to applications for that Employer only.

- (iii). The cap on the number of applications for Day Zero is subject to the discretion of the Day Zero OC. The Day Zero OC shall take into consideration all the relevant factors, including the final number of employers who have agreed to participate in Day Zero, while deciding on such cap.

18. Withdrawal of Applications

- (i). The Day Zero OC shall make available, to the prospective Applicants, the list of students (with name and ranks), who are applying for an employer before forwarding the applications to such employer.
- (ii). An Applicant may withdraw their application during the time period, and in the manner, prescribed by the Day Zero OC after the list of students has been prepared and before the applications are forwarded to the employer.

Provided that the Day Zero OC may waive this requirement if there is urgency in the receipt of application as communicated by the Recruiter.

- (iii). An Applicant may withdraw their application before short-listing by the recruiter.

Provided that if the recruiter has set a limit on the number of applications that can be sent, and the Applicant withdraws their application before short-listing, then the Applicant shall be liable to a penalty under Rule 24.

- (iv). If an Applicant withdraws their application after shortlisting by a recruiter, then the Applicant shall be liable to a penalty under Rule 24.

Provided that a withdrawal effected pursuant to the ICC Disclosure SOP shall not constitute a withdrawal under this Rule and shall not attract any penalty under Rule 24. For all purposes under this Policy, such a withdrawal shall be treated as if no application had been submitted to the concerned Recruiter by the candidate.

19. One Job Rule and No Rejection Policy

- (i). If any Applicant receives an offer through the RCC process from any employer, they shall be required to disclose the same to the RCC within 24 hours of such offer. Subsequently, an acceptance/rejection, when made, should be communicated to the RCC via email, within 24 hours of such communication.
- (ii). An Applicant is bound to accept the offer received from an employer through the RCC process or RCC-assisted process and they shall cease to be a part of the recruitment process from the time the offer is made. However, such Applicant shall continue to be governed by this Policy.

Explanation - For the purposes of this Policy, offers “through the RCC process or RCC-assisted process” include:

- (a) Campus Placement Offer;
- (b) Pre-Placement Offer from internships obtained through the RCC, or RCC-assisted process;
- (c) Assessment Internship Offer from internships obtained through the RCC, or RCC-assisted process;

where “RCC-assisted process” means any communication between the employer in question and the RCC or the Department of Career Services regarding the assessment of the Applicant at the internship/ offer of the applicant/ interview or any other act on part of the RCC to facilitate the offer of job. Such interference would be made only with the consent of the Applicant concerned.

Provided that mere verification of any details of an applicant would not constitute “RCC-assisted process”.

- (iii). An Applicant may reject a Pre-Placement Offer only where the offer provides for neither their preferred office location nor their preferred practice area.

Provided that where the employer has not afforded the Applicant an opportunity to

state their preferred office location or preferred practice area prior to the making of the offer, the office location and practice area at which the Applicant last interned with that employer shall be deemed to be their preferred office location and preferred practice area respectively, for the purposes of this rule.

Provided further that the right of rejection under this rule shall not be available to an Applicant where the employer has not specified both the office location and the practice area allocation in the Pre-Placement Offer at the time it is made. In such cases, the Applicant shall be bound to accept the offer and may raise the matter of location and practice area allocation with the employer directly after acceptance.

- (iv). An Applicant who rejects an offer in violation of this Rule shall be penalized in accordance with Rule 24.
- (v). No Pool Member may sit for the campus placement process if, at any time before the campus placement process begins, they:
 - (a) Obtained a Pre-Placement Offer from an internship obtained through the RCC process or otherwise; or
 - (b) Accepted a Pre-Placement Offer from an internship obtained through the RCC process or RCC-assisted process.

20. Multiple Offers

Where an Applicant receives more than one offer on the same day (Indian Standard Time), and no acceptance has been communicated by the Applicant in respect of any of those offers prior to the receipt of the subsequent offer, the Applicant may accept any one offer from among those so received.

Provided that once an acceptance has been communicated in respect of any offer, the Applicant shall be bound by such acceptance and the right under this rule shall cease to apply, notwithstanding that another offer may be received on the same day thereafter.

21. Announcement of Results

The Day Zero OC shall announce the results of the recruitment by all employers visiting the campus at the end of Day Zero, and, as far as possible, at the same time.

Provided that the Day Zero OC has the discretion to modify this rule, as per the requirements of the employer.

CHAPTER IV – MISCELLANEOUS

22. Disclosure Statement

Disclosures wherever required should be made within the time prescribed.

Explanation: Time prescribed includes any official communication by the Day Zero OC.

23. Code of Conduct

- (i). All Pool Members are required to attend all talks and interactions designated as mandatory under sub-rule (ii), unless they are unable to attend due to extenuating circumstances as defined in sub-rule (v).
- (ii). The Day Zero OC shall, at the time of issuing notice for any talk or interaction organised by the RCC, specify whether attendance at such talk or interaction is mandatory for the purposes of this rule. A talk or interaction shall attract the consequences set out in this rule only if it has been so designated at the time of notice. No designation of mandatory attendance shall be made post-hoc.
- (iii). A Pool Member who is unable to attend a mandatory talk or interaction due to extenuating circumstances shall notify the Day Zero OC in writing prior to the commencement of such talk or interaction, stating the reason for their absence. Where prior notice is not possible due to the nature of the extenuating circumstance, the Pool Member shall notify the Day Zero OC as soon as reasonably practicable thereafter, and in any event within 24 hours of the talk or interaction, along with documentary evidence in support of their reason.
- (iv). An absence from a mandatory talk or interaction that is not excused in accordance with sub-rule (iii) shall be treated as an unexcused absence and shall attract the following consequences:
 - (a) First unexcused absence: the Pool Member shall be ineligible to sit for the Day Zero interviews of the Recruiter whose mandatory talk they have failed to attend.
 - (b) Second unexcused absence: the maximum number of concurrent applications available to the Pool Member under Rule 17 shall be reduced by one (1) for the remainder of the academic semester.
 - (c) Third or subsequent unexcused absence: the maximum number of concurrent applications shall be further reduced by one (1), in addition to the consequences under clause (a) and (b), for the remainder of the academic semester. The Day Zero OC may, in consultation with the Department of Career Services, impose such further penalty as it considers appropriate under Rule 24(iv)(e), in addition to the consequences under clauses (a) and (b) above.
- (v). For the purposes of this rule, the following shall be deemed to constitute extenuating circumstances:

Provided that the consequences under clauses (a), (b) and (c) shall operate cumulatively and shall not be reset between mandatory talks during the same recruitment cycle.

- (a) a medical emergency or acute illness of the Pool Member, supported by a medical certificate issued by a registered medical practitioner;
- (b) a medical emergency involving an immediate family member, being a parent, sibling, or grand-parent requiring the Pool Member's physical presence;
- (c) bereavement involving an immediate family member as defined in clause (b);
- (d) a scheduled academic commitment of the University that cannot be rescheduled, including examinations, internships, moots, other competitions or class presentations, provided that the Pool Member furnishes documentary evidence of the same;
- (e) Incapacity to attend due to pre-scheduled physical absence from the university campus.

Provided that proof of such pre-scheduled travel shall be duly furnished including but not limited to travel receipts, travel purpose, etc.

- (f) any other circumstance that the Day Zero OC, in its sole discretion and in consultation with the Department of Career Services, considers to be of comparable gravity to the circumstances listed above.

Explanation: Inconvenience, conflicting optional commitments, or participation in non-mandatory academic or extra-curricular activities shall not constitute extenuating circumstances for the purposes of this rule.

- (vi). All students are required to maintain dignified conduct and comport themselves in an orderly and professional manner during all talks, interactions, and interviews. Any conduct that is disrespectful, disruptive, or unbecoming of a member of the institution may be referred by the Day Zero OC to the Department of Career Services for appropriate action, independent of any penalty under Rule 24.

24. Penalties

- (i). All penalties under this rule shall be determined and imposed by the Day Zero OC. No penalty shall be imposed except by a simple majority vote of the members of the Day Zero OC.
- (ii). A Pool Member aggrieved by a penalty imposed under this rule may, within 48 hours of being notified of the penalty, represent in writing to the Department of Career Services, setting out the grounds of their grievance.
- (iii). The Department of Career Services shall consider the representation and may, at their discretion, record a view on the matter. Where the Department of Career Services records a view, the same shall be communicated to the Day Zero OC, which shall thereupon convene a fresh vote - taking the Department of Career Services' view into consideration. The decision of the Day Zero OC upon such revote shall be final and binding on the Pool Member.

- (iv). The following penalties shall apply for the violations specified hereunder:
- a) Violation of Rule 3, 4 or 5 by a member of the RCC shall form grounds for impeachment.
 - b) Withdrawal of any application under Rule 18(iii) shall result in the Applicant only being allowed to have a maximum of 2 current applications as per Rule 17.
 - c) Withdrawal of any application under Rule 18(iv), shall result in the Applicant only being allowed to have a maximum of 1 current application as per Rule 17.
 - d) Rejection of an offer under Rule 19 or rejection of a job after acceptance, would result in the debarment from the Recruitment Pool.
 - e) Violation of any other Rule, or multiple violations of any Rule, may result in such penalty from among those specified in this Rule as the Day Zero OC, by majority vote and in consultation with the Department of Career Services, considers proportionate to the nature and gravity of the violation.
 - f) Any representation made by a Pool Member in the application found to be untrue or inaccurate, irrespective of whether such application has been vetted or not, may result in debarment of the Pool Member from the Recruitment Process for that Semester or any other penalty found suitable by the members of the Day Zero OC, in consultation with the Department of Career Services.
- (v). The Day Zero OC reserves the right to modify the number of applications provided under sub-rule (iv) (b) and (c) of this rule for the purpose of Day Zero.
- (vi). The Day Zero OC shall not impose any penalties other than those specified in the Rules 23 and 24 on any Pool Member, or as otherwise provided in the ICC Disclosure SOP.

25. Interpretation and Discretion

- (i). In the event that any doubt or ambiguity arises with respect to this Policy, the good faith interpretation of the Day Zero OC will be final and binding on all students.
- (ii). The Day Zero OC has the discretion to perform any other functions in good faith which may be required in furtherance of the objectives of this Policy.
- (iii). The RCC and OCS will work in close coordination with each other. The role of OCS as well as the Department of Career Services has been separately notified by the University.