



## PERSONAL INTERVIEW GUIDELINES

The Personal Interview Round at Kautilya School of Public Policy is a crucial step in the admission evaluation of your candidature, and it's essential to make a strong impression. To ensure a successful virtual interview, [follow these guidelines](#):

- 1. Dress Professionally:** Wear formal attire as you would for an in-person interview. Dressing professionally not only shows respect for the interview panel but also helps you feel more confident and focused. Choose solid colors and avoid distracting patterns.
- 2. Set the Scene:** Choose a quiet, well-lit location for your interview. Ensure there is a clean and clutter-free background. Place your computer or camera at eye level to maintain good posture and eye contact.
- 3. Test Your Equipment:** A few minutes before the interview, check your internet connection, camera, microphone, and any necessary software or platforms. Ensure everything is functioning correctly. Have a backup plan, such as a mobile hotspot or an alternate device, in case of technical issues.
- 4. Prepare Your Environment:** Inform your family or roommates about the interview time and ask for their support in maintaining a quiet environment during the interview. Close any unrelated applications on your computer to prevent distractions.
- 5. Be Punctual:** Join the virtual interview room a few minutes early to ensure you're ready when the panel enters. Punctuality demonstrates your commitment and respect for the process.
- 6. Maintain Good Posture:** Sit up straight in your chair with both feet on the ground. Avoid slouching or leaning on the table. Good posture exudes confidence and professionalism.
- 7. Make Eye Contact:** Look directly into the camera when speaking, as it simulates eye contact. This shows your engagement with the panel, even in a virtual setting.
- 8. Practice Your Responses:** Anticipate common interview questions and practice your answers. Be prepared to discuss your academic achievements, career goals, and why you want to join the university. Share your unique experiences and qualities.
- 9. Engage with the Panel:** Interact with all panel members equally. Address them respectfully when responding to questions, and be sure to ask questions of your own to demonstrate your genuine interest in the university.

Remember, online university interviews are a two-way assessment, allowing both you and the institution to gauge the fit. Approach the interview with confidence, preparation, and professionalism to maximize your chances of success.

**Good luck!**

### **Contact**

If you wish to raise any queries or concerns about these guidelines. Please, contact the Admissions Office by email at [admissions@kautilya.org.in](mailto:admissions@kautilya.org.in) or by post at Kautilya School of Public Policy, GITAM (Deemed To Be University), Rudraram Village, Hyderabad, Telangana. PIN CODE: 502329

**Google Maps Navigation:** <https://goo.gl/maps/1qK8jywBGcfTvJvb8>

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