

## Mentor-Mentee Policy

### Preamble

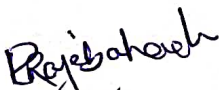
The mentor-mentee policy is designed to assist all students in developing the knowledge and self-assurance which is needed to take charge of their own lives and reach their maximum academic and personal potential. The aim of this Mentoring Programme is to identify processes that will provide students with academic and non-academic counselling. It also aims to provide students with information on preparatory courses such as value-added courses and bridge courses for their academic prosperity.

### Objectives:

1. To provide a reliable and comprehensive support system, to motivate students to excel in both academic and non-academic fields and to make the most of their life at the College.
2. To provide required supporting system which will assist them with suitable guidance to overcome their problems and keep the students focused on their goals.

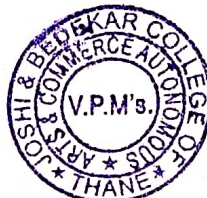
### Process of mentor-mentee meeting:

Every division is allotted and associated with at least one mentor belonging to their own department. At least two meetings per term - four meetings in a year is conducted with the mentee students. Mentors assess mentees' background, knowledge, skill, motivation, experience, hobbies, etc. by collecting appropriate data through forms. They guide and advise mentees to accomplish their goals in academics towards career development. Mentors help students solve their concerns with appropriate support and refer them to an in-house counselling cell whenever needed. They encourage inquisitiveness and interest in academic, extracurricular and social work. They also update them on various scholarships, fellowships, competitions, internships, research projects, job opportunities, etc. Mentee shares details of her/his performances in academic, and extra-curricular activities, career plans etc. with mentors. Mentors identify the slow and advanced learners and taking the necessary actions and feedback.



IQAC Co-ordinator

Dr Pradnya V. Rajebahadur





Principal

Dr Suchitra Naik