



## **STUDENT MENTORING POLICY**

### **Objective**

Ensure the overall development of students through constant personal guidance and motivation. At the time of admission, a Faculty Advisor is appointed by the Principal for each class who acts as the chief mentor of the class for the entire duration of the course. In addition to this, each student will be assigned by the Head of the Department to a mentor faculty to provide individual attention.

### **Faculty Advisor as Chief Mentor**

The Faculty advisor shall meet the students as and when required and help them in their day-to-day activities on campus. All requests and needs of the students are forwarded only through the faculty advisor and they act as the single point of contact for any issues related to the class. Faculty advisors also keep constant touch with the parents through PTA and update them regarding their ward's performance. Class committee meetings are also conducted two to three times a semester with teachers handling the subjects and student representatives discussing and solving various issues faced by students.

### **Mentor Faculty**

A mentor can be in-charge of 15 to 20 students to attend to their personal problems and provide guidance to improve their overall performance. Mentors are appointed by the respective Head of the Department for each academic year. The ratio of Mentor to Mentee is decided by the HOD according to the number of faculty members and students available in that department. Private records are maintained by the mentor regarding each of their mentee students. These records will include the details of the sessions with their mentees and the issues discussed. The Frequency of Mentor-Mentee meetings can be decided mutually by faculty and the respective student. Mentoring provides an opportunity for students to discuss their various issues and get them solved through experienced mentors. Mentoring practice also complements the Faculty Advisor guidance system to provide a holistic support system for students.

### **Outcome of mentoring system**

- The attendance percentage of the students has increased to a greater extent.
- The number of detainment of students has decreased consistently.
- In course of direct communication between mentor and the student there was a good improvement in the teacher-student relationship.
- The above effected in attaining a better academic performance.