

**HEMWATI NANDAN BAHUGUNA GOVERNMENT P.G. COLLEGE
NAINI, PRAYAGRAJ**

Student mentoring system

Mentor Mentee Program is an essential component for a successful career as it bridges the gap between the faculties and students. Mentoring is an effective and popular way of providing academic and professional guidance and emotional support to young students. Effective mentoring also helps to accomplish program goals, ensuring consistency and better environment in college.

The Student mentoring system is introduced in the College. All the Teachers are involved in the process of mentoring. The prime objective of the mentor – mentee process at H.N.B. Govt P.G. College, Naini, Prayagraj is to ensure students' overall development and growth on the academic and professional matters by fully exploiting the potential of every individual. A mentor plays a vital role in nurturing students and has a positive impact on students' persistence and academic achievement. A mentee can approach his / her mentor for both educational and personal guidance. It is conducted to help the students to strengthen their varied capabilities and to build an interpersonal relationship between the faculties and students.

Objectives of Mentoring Program:

1. To interact with students about their needs, problems, difficulties and address them effectively.
2. To mentor the students for participating in various technical, co-curricular and extra-curricular events for their overall development.
3. The mentor regularly observes the overall growth of student and provides guidance to advanced learners and slow learners.
4. To provide the guidance to the students after the completion of course for placement, higher studies and entrepreneurship development.

Guidelines for Mentor-Mentee Programme

- A mentor will have a maximum of 40 students (mentees) allocated to him/her by the college. The mentees will be attached to the same mentor for the entire course of study.
- The mentors shall meet the mentees regularly and record the outcome of the meetings.
- The details about each mentee will be recorded and periodically updated. The mentors also interact with course teachers and parents to facilitate effective mentoring.
- The mentors shall update the mentee's parents about the progress of the mentees. If a student violates the code of conduct, his/her mentor shall be a member in the Disciplinary Committee.

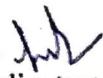


Responsibilities of a Mentor

- Observe and monitor the attendance of the mentee.
- Track the academic performance of the mentee and counsel, guide and motivate in all academic and professional matters.
- Advise the mentee regarding choice of electives, add on courses, examinations, external certifications, project, summer training/internships and other co curricular matters.
- Advise for career options and its planning and development.
- Maintain a confidential progressive record of the mentee.
- Intimate HOI and suggest if any coordinated action is called for.
- Contact parents/guardians if situation demands e.g. irregularities, negative behavioral changes and interpersonal relations, detrimental activities etc.
- Maintain contact with the students even after their graduation.

Responsibilities of a Mentee

- Respect the mentor
- Regularly attend the meetings with the mentor and seek advice.
- Provide the details of his/her performance, curricular and extracurricular activities to the mentor.
- Repose confidence in the mentor and seek his/ her advice whenever required.


Co-ordinator
G.D.A.C.
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