



PDEA's

**Shankarrao Bhelke College, Nasarapur,
Tal-Bhor, Dist-Pune, Pin-412213. (Maharashtra)**



**POLICY FOR
MENTORING SYSTEM**



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POLICY FOR MENTORING SYSTEM

Mentoring system for student development individually

Role of faculty of our college as a mentor providing support for student during a one education year ,professional as well as personal development purpose. In all departments such as arts, commerce and BBA(CA), Mentoring is a continues process were faculty mentors serve as resource and they guided by students to choosing course work that there needs and interest, they encourage Students to actively participated in various activity conducted in our college.

Each mentor will be mentoring minimum 20 and Maximum 40 Students. Department Faculties Mentoring There Special Students, till There Graduation.

Objectives-

1. To provide mentoring platform to the students Sharing their problems academic and non-academic
2. To encourage students for their progress
3. To provide carrier guidance to the students to grab the opportunity of their development and growth
4. To identify slow learners, fast learners and weak learners and provide them sufficient guidance
5. To provide opportunity for overall development of students.

Responsibility of Mentor-

1. Keep the record the students in the prescribed format
2. Maintain the records of problems and issues
3. Communicate with their parents arranging meetings and discuss about mentees progression.
4. Make a mentorship group and providing educational materials such as notes, syllabus you tube videos
5. To help mentees for exam related issues
6. Keep connecting with students after their graduations.
7. Update them on scholarship, fellowships, Sport activities, competitions, job opportunities. Etc.

Mentees Responsibilities

1. Attending meetings regularly
2. Sharing details of his/her academic performers, extracurricular actives with mentors
3. Share his/her career plan and specific needs regarding education with mentor.
4. Focus on notice, guidance provided by mentor.

Outcome of this mentorship program –

- Identified student internal evaluation as well as academics performance of students.
- Empower students through providing various educational notes like academic notes competitive exams notes etc.... for student progress like remedial lectures

Faculty and college responsibility towards mentees

Mentor divides their mentees following categories

1. Advanced learners
2. Slow learners

3. Weak learners

And make remedial courses as per student understanding ability. Following strategies adapted by faculty member and guided their mentees

1. For slow and weak learners

- Making provision of easy lectures notes / study material
- Providing you tube lectures regarding their syllabus and topics
- Providing academic and personal counseling
- Encouraging participate in various activities running by college

2. Advanced learner

- Providing extra facilities for better career growth
- Career orientation program conducted through college
- Providing ICT materials, Computer lab, library such kind of material.
- Provide awards for acknowledge their efforts and encourage their performer