



Student Mentoring System

Rajiv Gandhi Government College Chaura Maidan, Shimla-4 has a formal student mentoring system. The Internal Quality Assurance Cell (IQAC) of the institution has framed detailed guidelines about the “Student Mentorship System” in the institution to ensure productive and rewarding student mentoring system in the institution. The development of such systems is desirable in a competitive world where students face the stress of complex courses, peer pressure, and emotional immaturity. In this system, students and their faculty mentor share responsibilities to have a mutual role in the success of mentorship. A mentor is one who serves as a guide throughout a student’s period of study in the institution. A mentor provides both professional and personal advice to the students and gives them constructive feedback on writing, learning, and other elements essential for their career. Therefore, a mentor ensures the academic, social, and moral development of students.

Objectives:

- To establish first line of communication for the student with the institution
- To make students aware of their strengths and weaknesses and guide them towards remedial actions
- To identify psychological, societal and other issues faced by the students and assist them in its mitigation process

Process:

At the start of academic session, each student will be allotted a ‘Faculty Mentor’ who continues to be his/her mentor till the end of his/her degree. The faculty mentors will collect the personal information from the student except information on sensitive issues without insisting him/her to provide the same. The critical issues, if any, identified after this process are to be brought to the notice of the head of the department and/or staff council. The faculty mentor will meet the student informally outside class hours and will also guide them regarding their career options. A documented record of the mentoring



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process is to be maintained by the faculty mentor and the head of the department for reference purpose.

Responsibilities of Faculty Mentor:

The faculty mentor will perform the following functions:

- To meet the mentees at least once in a month or as requested by the students
- To maintain a brief but clear record of mentor-mentee discussions and progressive records of the students and parents
- To stay in online contact with the students
- To continuously monitor, counsel, guide and motivate the students in all academic matters
- To encourage and guide the mentee to participate in various college activities such as:
 - o Participate in co-curricular and extra-curricular activities
 - o Participate in Extension activities
 - o Participate in cultural activities
 - o Participate in research projects
- To inform and meet the parents/guardian of the mentee if the situation demands
- To keep contacts with the students even after their graduation

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