Student Mentoring and Support

The College has independent system for student mentoring and support. The structural and functional characteristics are as follows:

Structural characteristics
- Students in each section are divided into three groups.
- Each group is mentored by a faculty member (counselor).
- HOD is the chair for the counselors.
- The counselors counsel the students separately in various Classrooms and maintain the student data with them.

Functional Characteristics
- The counselors continuously monitor the progress of all his/her students regarding their attendance, result analysis, student activities, student medical record, parent discussions, punctuality, home assignment, sessional assignment , internal assessment, sports, Student
discipline and research activities.

- Class teachers meeting is conducted regularly and identify the irregular students, if student's attendance is poor, class teachers contact their parents and asked them to college to meet class teacher and HOD. When parents meet class teacher, counselor ,class teacher and HOD
- counsel the students in the presence of parents, and tell the parents about the importance of regularity of the class work, their children's academic record, what steps to be taken to complete the course in due time.

- If any student is absent for mid examination, counselor asks the reason, if it is not reasonable, then that student has to submit undertaking form for not repeat in future and counsel by the counselor, class teacher and HOD.
- The principal counsels the student and their parent if there is any special need.
- Slow and potential learners are identified by concerned subject teachers and informed to the respective counselors.

- Special classes are conducted for slow learners. Slow learners are supervised by senior teachers.

- Potential learners are encouraged to participate various competitive programmes and research activities.

- Apart from class room interactions, the following provisions are available for academic mentoring.

- Faculty members are available in the faculty rooms from 9.00 a.m. to 10.00 a.m. for academic mentoring. Students meet their subject teachers and clarify their doubts.

- Learning Management System (LMS) is available and academic mentoring takes place using ICT tools, enabling 24x7 learning platform. Students access to get information on course

- syllabus, learning materials, co-curricular learning information, home work, Question Answer instructions, teaching calendar, exam schedule and teacher contact information which is uploaded by faculty members.

- Group mail ids are created by faculty members and students to facilitate online mentoring.

- Slow learners are identified after the completion of I Mid Examinations. Special classes are conducted for these students to advance in academics.

- Backlog reduction programmes are conducted for the students those who are having backlogs.

- Academically high potential students are identified after conducting exam after completion of I unit of their course work. Potential learners are encouraged to participate various competitive programmes and research activities.