

Ref. No: VIT/Principal/2023/06

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CIRCULAR

As we embark on a new academic year from the 8th of July 2023, all Heads of the Departments are hereby instructed to appoint Faculty as mentors for the students of your Department for the Academic Year 2023-24.

The role of the mentor will encompass the following responsibilities:

- Academic Guidance: Assisting students in setting academic goals, planning their studies, and providing subject-specific guidance.
- Personal Development: Supporting students in their personal growth,
- Addressing any concerns they may have, and helping them overcome challenges.
- Communication: Regularly communicating with parents/guardians if required to update the student's progress and address any concerns.
- Counselling: Offering a listening ear and providing guidance on personal and interpersonal issues.
- Holistic Development: Based on the students' capacities and Capabilities (skill Set), mentors are required to provide customized guidance to excel in their academic and allied pursuits.

The names of the mentors should be communicated to the students at the start of the semester and a review of meetings held shall be taken in regular D2 meetings.


Principal



Copy to:

For Information

Director, VDT

For Circulation

CAO

COO

All HoDs