



## WMO ARTS & SCIENCE COLLEGE

*"education and some more"*

Affiliated to University of Calicut

(Aided by Govt. of Kerala)

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08/06/2020

### CIRCULAR

Everyone concerned is hereby informed that mentoring students for the current academic year is scheduled to start from 17/06/2020 onwards. The Heads of the Departments are instructed to assign mentors to the students at a mentor-mentee ratio of 1:20 on average. If a department lacks sufficient mentors, the Department of Social work is authorized to assign mentors from other departments. The mentoring process may be conducted either online or offline, considering the current pandemic situation.

- The responsibilities of mentors include:
- Meet the mentees on a regular basis.
- Advising their mentees on academic, career, personal, and financial decisions.
- Ensuring that their mentoring process facilitates the holistic growth of the mentees by assigning them certain tasks and following up on them.
- Recognizing the strengths of their mentees and motivating them with appropriate challenges.
- Encourage students to participate in college activities for their extracurricular development.
- Maintaining the confidentiality of the personal information shared by the mentees.

I request everyone to follow these instructions to ensure a productive and successful mentoring experience for our students. For any further clarification, contact the Department of Social work.

Principal .

Copy to,

1. All HODs
2. Office.
3. IQAC