

Maharishi Markandeshwar (Deemed to be University)

Mullana – Ambala

(Established Under Section 3 of UGC Act, 1956)

(Accredited by NAAC with Grade "A")

Constituent Institutions of Maharishi Markandeshwar (Deemed to be University) are practicing Mentorship for the students. Special attention has been provided to small group of the student thorough mentorship to identify their problems and to communicate with concern faculty. Each department provides mentors for small groups of nearly 12-15 students. A mentor provides guidance, motivation, emotional support, and help with exploring careers, setting goals, developing contacts, and identifying resources. It has been directed to mentors to kept records (academic/no-academic) of each students and to identify slow and advanced learners in their group. Based on their suggestions, special activities are conducted by Department for advanced and slow learners.

Performa to identify slow performers/advanced learners

Session: _____ Semester _____ Section: _____ Group: _____

Student's Particular
Name: _____

Roll No. 11199135

Student Photo

Category: _____

Blood Group O+ve

Father's Name Mobile No. Mother's Name. Mobile No. Student Mobile No. Father's Income: Mother's Income:	Occupation of Parents	Permanent Address	Current Address & Email Id

Attendance Record

Subject Code	Subject Name	Attendance %age up-to 1 st & 2 nd Sessional			Signature of Student with date	
		1 st	2 nd	Total	1 st	2 nd

Important note: This is for the information of the student that minimum attendance required for appearing in the sessional and final examination is 75% in each of the subjects.

Signature of student

Sessional Record

Subject code	Subject Name	Marks in Sessional (1 st & 2 nd)			Signature of Student with date	
		1 st	2 nd	Total	1 st	2 nd

Communication Record with Parents

Sr N	Mobile No. of Parents	Mobile No. used in Calling	Date & Time of Calling	Status	Sign. of Student with date

Name of Mentor: _____ Mobile No. : _____

Signature with date: _____ Signature of Head/Coordinator

Participation in Various activities such as Sports, Fest, Conference, Debate, Entrance Exam (GATE, CAT)

Sr.No.	Activity	Dates	Any Position

Details of problems faced by student & Remedial action taken (Maintain Record of Counselling Session)

Sr.No.	Problem faced by student	Date & Time of Meeting	Action taken by Mentor	Status of Problem after solution

Root cause of short attendance & action taken (attach extra sheet if required)

Date	Root cause of short attendance	Action taken by the mentor	Student Signature with date

Root cause of weak performance in sessionals & action taken (attach extra sheet if required)

Date	Root cause of weak performance in sessional	Action taken by the mentor	Student Signature with date


Teacher-Mentor interaction with Parents/Guardian of student (attach extra sheet if required)

Date & Time	Issues Discussed	Parent's Remarks	Parent's Signature

Mentor Name: _____ Mobile No. : _____

Signature with date: _____

Signature of Head/Coordinator


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