



Estd 2009

Shri Balasaheb Mane Shikshan Prasarak Mandal's  
**ASHOKRAO MANE GROUP OF INSTITUTIONS**

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**Approved by :** AICTE, New Delhi No. F-No. MS ( Newint ) 2009 / 08, Higher & Technical Education Department, Govt. of Maharashtra, Directorate of Technical Education, Mumbai. **Affiliated to :** Dr. Babasaheb Ambedkar Technological University Lonere - Raigad. (B.Tech. & M.Tech. Programs), Shivaji University, Kolhapur. (MBA Program).

**Accredited by NAAC**

**Founder President**

**Late Shri. Ashokrao Mane**

**Director**

**Dr. A. V. Deshmukh, M.E. Ph.D.**

**President**

**Hon. Shri. Vijaysinh A. Mane**

Ref. No. :

Date :

## Ashokrao Mane Group of Institutions, Vathar

### Mentoring System Document

#### Purpose :

The primary objective of Academic Counseling is to support students in their learning journey, enabling them to achieve higher levels of academic performance and cultivate essential critical thinking, skills. Our commitment lies in assisting students who may be facing academic challenges and various educational issues. To this end, the Institute has wholeheartedly embraced the mentoring system to ensure the holistic development of our students.

#### Key Features of Mentoring System

Within the Institute, mentoring is conducted under the guidance of dedicated faculty mentors. Each mentor is responsible for a designated group or batch of students. The department maintains detailed mentoring records for effective tracking and guidance. The mentoring program encompasses a wide range of areas, including Professional Guidance, Career Advancement, Coursework Specifics, Lab Guidance, Overall Development, Academic Problem Solving, and Facility Requirements.

#### Role of a Mentor:

- Provide personalized assistance and guidance to students.
- Assist in the development of skills necessary for students to excel in their college experience.
- Motivate students to strive for academic excellence.
- Enhance students' self-esteem and confidence.
- Encourage students to establish frequent communication with their academic advisors.
- Offer unwavering support, encouragement, and a positive perspective.
- Guide students to leverage the resources available on campus.

#### Parameters for Effective Mentoring:

- Offer coaching and guidance for competitive examinations.
- Provide information about university rules, regulations, and procedures.
- Guide students towards the right path in their academic and personal lives, and issue warnings if they are veering off course, with proactive communication with parents if necessary.

- Address and assist students in overcoming personal learning challenges.
- Offer advice on soft skills development.
- Foster holistic personality development in students.
- Ensure that students have the freedom to approach any faculty member, mentor, or Head of Department for academic or personal guidance.
- Requiring each student to complete and maintain a mentoring form, providing details of parents/guardians, addresses, contact numbers, and the opportunity to discuss any personal difficulties they may encounter.

The institute is deeply committed to the success and well-being of the students, and the mentoring system serves as a cornerstone in achieving these objectives. Through the collaborative efforts of the dedicated mentors and the active engagement of the students, we strive to create an environment that nurtures growth, learning, and personal development.



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**I / C DIRECTOR**  
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