

CIRCULAR -2- 2020-2021

12-4-2021

1. Mentor-Mentee Record Maintenance:

- **Online Mentor-Mentee form** is available as last semester for all batches
- **The mentor- mentee day for Even semester is given below**

SEM II	15.4.2021
SEM IV	16. 4. 2021
SEM VI	17. 4. 2021

- Kindly meet the students online/g meet and fill student's details
 - The mentor can update the mentee about their progress and encourage them to participate in online activities of the college
2. Staff are requested to update their achievements/webinars attended/conducted/participated etc.in CIS. Regular reminders have been sent in Staff Whatsapp group for the same.
3. Students' achievements to be recorded in CIS by the departments promptly.



IQAC Coordinator