



M.V.S.R ENGINEERING COLLEGE



Sponsored by Matrusri Education Society

Approved by AICTE, Affiliated to Osmania University, ISO 9001:2015 Certified

Nadergul, Balapur Mandal, Hyderabad-501 510.

R.R.District, Telangana State.

www.mvsrec.edu.in



STUDENT ACADEMIC COUNSELLING

&



MENTORING RECORD



DEPARTMENT OF MECHANICAL ENGINEERING

(Accredited by NBA)



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VISION

To impart technical education of the highest Standards, producing technically competent, confident and socially responsible engineers.

MISSION

M1	To impart adequate fundamental knowledge, technical and soft skills to students.
M2	To make learning process exciting, stimulating and joyful.
M3	To create a climate conducive to excellent teaching – learning process.
M4	To bring out creativity in students.
M5	To contribute to advancement of Engineering & Technology.
M6	To make positive contribution to meet societal needs.

PRINCIPAL'S MESSAGE

MENTORING SYSTEM TO HELP AT INDIVIDUAL LEVEL

The students are mentored formally by faculty members on aspects related to academics, profession, career and all round development. Mentors are faculty members who keep track of the progress of students and counsel them on course work, besides providing guidance on career options and personality development. The mentors also try to arrange special instruction for needy students. They also attend to personal problems in the college or at home with due sensitivity.



r.G.Kanaka Durga
Principal

To extend counselling and support to students, mentor performs the following functions:

- Track academic performance and advice on improvement
- Gather information on problems related to instruction in specific courses
- Resolve difficulties faced by students in the use of college facilities
- Help out when personal issues interfere with academic performance.
- Extend support to students having adjustment issues at college etc.
- Identify various career options and guiding so as to choose appropriate career path.
- Confidence building and encouragement in attending interviews
- Proper guidance in setting future goals, time management and acquiring planning skills.
- To motivate towards scholastic and co-curricular activities
- Guide to enhance employability traits
- Encourage academically weak students to improve their performance.
- Impress upon the importance of internships, and acquiring marketable skills.
- Persuade the mentees to stay up to date with the current events and innovations in their field.
- Help them imbibe effective study habits.

MENTORING / COUNSELLING PROCESS

- At the first year level, each class is divided into batches of 20 students, and each batch is assigned to a faculty member of the Department of Sciences and Humanities, to act as their Mentor.
- A Student Academic Counselling and Mentoring Record (ACMR) is maintained for each student with his/her personal details.
- The Mentor meets the batch of students initially and students are introduced to this process of mentoring existing in the institute. They are given confidence that any problem that they might have can be shared confidentially with the mentor who would help in getting it resolved.

- The mentors are instructed to interact and identify students with their specific problems.
- The mentor meets each student individually in the beginning of the semester.

The mentor tries to address any specific problems related to their transition from Intermediate to professional college education, as well as college facilities related to office, library, sports and canteen or ragging.

The mentor meets each student twice in the semester.

- From second year onwards this mentorship will be transferred to a new faculty belonging to their branch of specialization. Lateral entry students joining in second year are also allotted to the mentors of the class. Students will be normally with the same mentor till they go out of the college.
- The files contain information on
 1. Academic performance during various semesters
 2. Accomplishments/Failures academically or otherwise

The mentors also have informal chats with students as part of counselling. As the same mentor is continued from II year onwards, students develop a close relation with the faculty member who helps them to share their problems freely or seek advice or guidance on various academic, co-curricular issues, and higher studies or profession.

Mentoring is done during the dates given in the Department Almanac.



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STUDENT ACADEMIC COUNSELLING & MENTORING RECORD

DEPARTMENT OF MECHANICAL ENGINEERING (Accredited by NBA)

Name of the Student: _____

Roll No. : _____

Section : _____

Mentor (S)/Branch: _____

: _____

: _____

: _____

20 - 20



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DEPARTMENT OF MECHANICAL ENGINEERING

VISION:

To impart education of highest standards that will prepare students for productive careers as competent professionals in Mechanical Engineering, and for higher studies and research.

MISSION:

The department strives to provide the engineering foundation as well as professional, innovative and leadership skills to the students through the following activities:

1. Lay sound foundation in the areas of mechanics, design, thermal sciences and production processes, as well as allied engineering areas.
2. Enrich the undergraduate experience through experimental learning, and fostering a personalized and supportive environment that makes learning joyful and stimulating.
3. Encourage design and development of mechanical engineering components and systems to meet specific needs.
4. Provide opportunities to develop good communication skills, and to encourage creativity and entrepreneurial skills.
5. Make student aware of professional responsibility, ethics, global impact of engineering solutions, and of the need for life-long learning.
6. Provide research and intellectual resources to address contemporary and complex problems of industry and to advance research and applications.

PROGRAM EDUCATIONAL OBJECTIVES [PEOs]

Bachelors programme in Mechanical Engineering is aimed at preparing graduates who will

1. **PEO 1:** Establish themselves as successful professionals while working independently or in multidisciplinary teams demonstrating professional, ethical and societal responsibilities
2. **PEO 2:** Have high levels of technical competency and problem solving skills to generate innovative solutions to engineering problems.
3. **PEO 3:** Continuously enhance their skills through training, independent inquiry, professional practices and / or pursuit of higher education or research.
4. **PEO 4:** Advance in their careers through increased technical and managerial responsibility as well as attainment of leadership positions.

Program Outcomes:

1. **Engineering Knowledge:** Apply the knowledge of mathematics, science, engineering fundamentals, and an engineering specialization to the solution of complex engineering problems.
2. **Problem analysis:** Identify, formulate, review research literature, and analyze complex engineering problems reaching substantiated conclusions using first principles of mathematics, natural sciences, and engineering sciences.
3. **Design / Development of solutions:** Design solutions for complex engineering problems and design system components or processes that meet the specified needs with appropriate consideration for the public health and safety, and the cultural, societal, and environmental considerations.
4. **Conduct investigations of complex problems:** Use research-based knowledge and research methods including design of experiments, analysis and interpretation of data, and synthesis of the information to provide valid conclusions.
5. **Modern tool usage:** Create, select, and apply appropriate techniques, resources, and modern engineering and IT tools including prediction and modeling to complex engineering activities with an understanding of the limitations.
6. **The engineer and society:** apply reasoning informed by the contextual knowledge to assess societal, health, safety, legal and cultural issues and the consequent responsibilities relevant to the professional engineering practice.
7. **Environment and sustainability:** Understand the impact of the professional engineering solutions in societal and environmental contexts, and demonstrate the knowledge of, and need for sustainable development.
8. **Ethics:** Apply ethical principles and commit to professional ethics and responsibilities and norms of the engineering practice.
9. **Individual and team work:** Function effectively as an individual, and as a member or leader in diverse teams, and in multidisciplinary settings.
10. **Communication:** Communicate effectively on complex engineering activities with the engineering community and the society at large, such as, being able to comprehend and write effective reports and design documentation, make effective presentations, and give and receive clear instructions.
11. **Project management and finance:** Demonstrate knowledge and understanding of the engineering and management principles and apply these to one's own work, as a member and leader in a team, to manage projects and in multidisciplinary environments.
12. **Life-long learning:** Recognize the need for, and have the preparation and ability to engage in independent and life-long learning in the broadest context of technological change.

PSOs (Program Specific Outcome):

Research Potential: Usage of advanced software packages commonly used in industry for modelling, assembly and to carry out Multiphysics analysis.

Competent areas: Design and build components and systems related to mechanical and allied disciplines, using various manufacturing methods.

STUDENT ACADEMIC COUNSELLING

A. Details of Student

Name of the Student.....

RollNo:.....

Mobile:.....

E-mail Id:

Address for correspondence:.....

.....

Permanent Address:.....

.....

Affix
Student
passport size
photo here

S.No	Class	Name of School /College	Hall Ticket No.	Board Name	% of marks/CGPA
1	X class				
2	Inter / Diploma				

EAMCET Rank: JEE Rank:

Category Admitted under (OC / BC /SC/ ST/ PHC/ NCC/ NRI/ B-Cat):

Relation	Name	Age	Qualification	Occupation	Cell No.	Email ID.
Father						
Mother						
Guardian						
Brother/ Sister 1						
Brother/ Sister 2						
Brother/ Sister 3						

Blood Group:

Languages Known: Speak: Read:

Write:

Student Signature:

Parent Signature:

Academic Performance

Semester	CGPA	Backlogs If any
I		
II		
III		
IV		
V		
VI		
VII		
VIII		

DETAILS OF MENTORS

S No	Name of Faculty	Designation	Contact No.	Signature
1.				
2.				
3.				
4.				

GUIDELINES FOR MENTORS

Mentor Should

- Maintain Mentor Record of student in the standard format provided.
- Have a formal meeting with the assigned mentee at least twice a semester. He /she should make efforts to meet more often, particularly in the case of those students where he feels necessary.
- Monitor academic performance and attendance of the students.
- Send letters/e-mail/SMS regarding performance and attendance to parents,
- If necessary and maintain the record.
- Make efforts to encourage student to improve performance.
- Note change of address or phone numbers in each meeting.
- Maintain a record of efforts taken for improvement of students.
- Sign the report and submit it to the H.O.D. at the end of every semester for verification and further necessary action.

B. First Counselling Session

(Mentor to ask the questions and fill the form)

1. Any difficulty you experienced with respect to the following:
 - a. A. Commuting to college:
 - b. College Library:
 - c. Canteen:
 - d. Sports facilities:
 - e. Cleanliness and hygiene in the college:
2. Any issues hampering your studies? _____
3. Is the environment at home Congenial for your studies? _____
If not, specify how the college can help? _____

4. Are you interested in pursuing literary, cultural and other activities in the college? _____ If so, mention them. _____
5. What are your hobbies and talents? _____

6. Are you interested in Games/Sports? : _____
7. Did you experience any ragging (where and when?) _____

8. If, so, do you have any suggestions for the college to do something to eliminate Ragging? _____

9. Are you prepared to spend at least 3 hours a day for studies outside the college working hours? (YES/NO): _____
10. Are you making enough efforts to improve your English language communication skills?
11. If yes, what are the efforts you are putting in? Mention _____
12. Do you expect Institution support in improving your communication skills? Please specify _____

13. Do you have self-confidence to become a Successful Engineer? If not, why?

Specify, if any help needed? _____
14. What are your goals? _____
15. What efforts you have been making to achieve your goals? _____

16. Do you have awareness towards availing the career opportunities?
17. Are you aware of how to apply for the Job Opportunities apart from the Campus Placement?
18. Are you aware of the alternatives available in career? (Please tick one or two you choose to pursue)
a. Job **b.** Higher Studies **c.** Entrepreneurship **d.** Engineering Services/Civil Services/Group Services/Armed Force Services

19. Are you aware of the skills and attributes required by the candidate who is seeking the above (Q-18)?

If yes, mention them. _____

20. How best is the Campus Recruitment Training (CRT) helpful to you to fulfill your goals?

21. What do you expect to be done by the Institution in developing your self-confidence and achievement of Your goals apart from Campus Recruitment Training (CRT)? _____

22. How good are you in qualities (mentioned in the table below), necessary for your career growth?

(Please Tick '✓' the appropriate column with regard to how you rate yourself against the attribute/quality)

S.No.	Areas	Excellent	Very Good	Good	Satisfactory	Poor
1	Problem solving					
2	Communication abilities (oral)					
3	Communication abilities (written)					
4	Optimistic attitude					
5	Innovation					
6	Honesty					
7	Inquisitiveness					
8	Learning ability					
9	Self-confidence					
10	Time management					
11	Ability to work in a team					
12	Leadership					

Signature of student

Signature of Mentor

C. Assessment of Student's Strengths / Weaknesses and Suggestions

	As perceived by Mentor	Suggestions given to enhance strengths / overcome weaknesses
Strengths		
Weaknesses		

Semester-wise Attendance and Performance in Internal Examinations Data

Seme-ster	Subject	% of Attendance			CIE Marks (30)			CIE+SEE (CGPA)	Student Signatu re
		Upto Mid-1	Upto Mid-2	Final	Mid-1	Mid-2	Final		
I									
II									
III									
IV									

V									
VI									
VII									
VIII									

MENTORING RECORD

I-SEMESTER: MENTORING – I(Conducted before I Internal Exam.)

1. Mentor is required to go through the attendance
2. Mentor may address the aspects that require mentoring and support.
3. Mentor is requested to forward the same to his/her Head of the Department

Teacher's Assessment

		YES	NO
1.	Is the student's home environment congenial for studies?		
2.	Is the student regular and punctual?		
3.	Does the student realise the importance of being regular to the classes?		
4.	Does the student abide by the Institution's Code of Conduct?		
5.	Is the student's demeanour and etiquette appropriate?		
6.	Attendance % and its implication to do well in examinations		
7.	Mid Examination (s) performance and its consequence in the end semester examinations		
8	Able to do laboratory exercises		
9.	participation in the class activities		
10.	Importance of Self-Motivation to do well in career and subsequently in life.		

Student's Self-assessment

1. I know and understand the Vision and Mission of the college.
2. Has the 3-week Induction Programme helped you to make self-assessment?
3. How helpful was the Programme to gain self-confidence?
4. Do you think you made the right choice of Course?
5. How did the Course, Society Outreach Programme (SOP) (CSE-2nd Year students), help you to become socially aware / responsible?
6. How did the Project work in SOP help you to enhance your social skills?
7. How did the Course, Gender Sensitisation (GNS - 3rd Year Students), help you to develop empathetic skills and to become gender-sensitive?
8. How much did the college environment help you in self-grooming / projecting a positive image?
9. Have the activities conducted in the English Laboratory helped you overcome stage fright / diffidence, at least to some extent?
10. How responsible do you feel in maintaining the decorum of the classroom / Laboratory?
11. Do you contribute in maintaining the cleanliness of the campus?

12. Do you maintain cordial and respectful relation with higher authorities, teachers and peer group?
13. How balanced are you in managing your Emotional Quotient?
14. Have you set your goals?
15. Have you prioritised your aspirations?
16. How well are you prepared to become an entrepreneur?
17. What causes stress / anxiety / worry to you?
- a. Lack of proper planning / preparation
 - b. Coping with difficult subjects
 - c. Poor performance in the examinations
 - d. Sharing the exam result with parents
 - e. Scared / not willing to clarify doubts with teachers
18. How do you deal with poor performance / under achievement in a Test?
19. Are you able to strike a balance in discharging academic responsibilities / social activities?
YES / NO.... If NO, please mention reasons_____.
20. How do you deal with problems at home? (Personal / financial / trauma / disharmony / discord)
_____.
21. Do you have problems with friend?
YES / NO.... If YES, please mention reasons_____.
22. Are the parents aware of such problems? YES / NO
23. Do you feel free to discuss such issues with parents / counsellors?
YES / NO.... If NO, please mention reasons_____.
24. Did anyone bully you on the campus?
25. How did you deal with such instances?
26. If you live in a hostel, do you feel homesick / sad/ lonely / depressed?
27. Does this affect your studies and academic performance? YES / NO
28. How balanced are you in addressing a personal problem?
29. How do you cope with stress while dealing with new concepts / subjects?
30. How good are you in managing your time by allotting equal time to all the subjects?
31. Do you approach your teachers for better understanding of difficult subjects?
32. If you think you are an introvert, how comfortable are you to open up and improve yourself with the help of teachers / counsellors / mentors / peer group?

Date:

Signature of Student:

Signature of Mentor:

I- SEMESTER: MENTORING – II(Conducted before Second Internal Exam.)

S. NO.	After the previous MENTORING till date	YES	NO
1.	Any improvement observed in the attendance of the student?		
2.	Any improvement in the marks scored by the student?		
3.	Did the student understand the relevance of the course work this semester		
4.	Did the student understand the importance of participation in Classroom activities for career building?		
5.	Did the student understand the relevance of the Laboratory Exercises and their correlation to the theory course?		
6.	Did the student understand how important is self-motivation and how it helps in career building and also in later part of life?		
7.	Did you notice any perceptible change in the attitude of the student?		
8.	Is the student sensitive to constructive criticism?		
9.	Did you observe any perceptible change in the confidence level of the student?		

Date:

Signature of Student

Signature of Mentor

Signature of HOD

1. Academic Guidance:

2. Career Guidance:

3. Curricular & Co-Curricular Activities:

Any Information (Personal/Academic):

Student Signature

Mentor Signature

II SEMESTER: MENTORING – I (Conducted before I Internal Exam.)

1. Mentor is required to go through the Attendance, Internal marks of the current semester and Mentee's performance in the previous semesters.
2. Mentor may address the aspects that require mentoring and support.
3. Mentor is requested to forward the same to his/her Head of the Department

Teacher's Assessment

		YES	NO
1.	Is the student utilising the available resources / amenities, on the campus effectively?		
2.	Does the student meet the deadlines in submitting Assignments?		
3.	Does the student understand the significance of practical application of new concepts?		
4.	Does the student show zeal and curiosity in learning?		
5.	Does the student have time management skills?		
6.	Attendance % and its implication to do well in examinations		
7.	Mid Examination (s) performance and its consequence in the end semester examinations		
8.	Marks in the previous semester examination and its consequence in the later part of the course and subsequently in career as well		
9.	Submission of assignments and its consequence on the performance of Mid Examinations and End semester examinations		
10.	Able to do laboratory exercises		
11.	participation in the classroom activities		
12.	Importance of Self-Motivation to do well in career and subsequently in life.		

Date:

Signature of Student

Signature of Mentor

II SEMESTER: MENTORING – II (Conducted before II Internal Exam.)

S. NO.	MENTORING	YES	NO
1.	Any improvement observed in the attendance of the student?		
2.	Any improvement in the marks scored by the student?		
3.	Did the student understand the relevance of the course work of earlier semester vis-à-vis this semester		
4.	Did the student understand the importance of participation in classroom activities for career building?		
5.	Did the student understand the relevance of the Laboratory exercises and their correlation to the theory course?		
6.	Did the student understand how important it is to be self-motivated and how it helps in career building and also in later part of life?		
7.	Did you notice any perceptible change in the attitude of the student?		
8.	Is the student sensitive to constructive criticism?		
9.	Did you observe any perceptible change in the confidence level of the student?		

Date:

Signature of Student

Signature of Mentor

Signature of HOD

1. Academic Guidance:

2. Career Guidance:

3. Curricular & Co-Curricular Activities:

Any Information (Personal/Academic):

Student Signature

Mentor Signature

III SEMESTER: MENTORING – I (Conducted before I Internal Exam.)

1. Mentor is required to go through the Attendance, Internal marks of the current semester and Mentee's performance in the previous semesters.
2. Mentor may address the aspects that require mentoring and support.
3. Mentor is requested to forward the same to his/her Head of the Department

Teacher's Assessment

		YES	NO
1.	Does the student know the value of communication skills in the acquisition of Higher Order Thinking Skills?		
2.	Is the student taking active part in co-curricular / extra-curricular activities organised on the campus?		
3.	Is the student assertive in communication?		
4.	Does the student display aggressive behaviour?		
5.	Is the student disciplined?		
6.	Attendance % and its implication to do well in examinations		
7.	Mid Examination (s) performance and its consequence in the end semester examinations		
8.	Marks in the previous semester examination and its consequence in the later part of the course and subsequently in career as well		
9.	Submission of assignments and its consequence on the performance of Mid Examinations and End semester examinations		
10.	Able to do laboratory exercises		
11.	participation in the classroom activities		
12.	Importance of Self-Motivation to do well in career and subsequently in life.		

Date:

Signature of Student

Signature of Mentor

III SEMESTER: MENTORING – II (Conducted before II Internal Exam.)

S. NO.	MENTORING	YES	NO
1.	Any improvement observed in the attendance of the student?		
2.	Any improvement in the marks scored by the student?		
3.	Did the student understand the relevance of the course work of earlier semester (s) vis-à-vis this semester		
4.	Did the student understand the importance of participation in classroom activities for career building?		
5.	Did the student understand the relevance of the Laboratory exercises and their correlation to the theory course?		
6.	Did the student understand how important it is to be self-motivated and how it helps in career building and also in later part of life?		
7.	Did you notice any perceptible change in the attitude of the student?		
8.	Is the student sensitive to constructive criticism?		
9.	Did you observe any perceptible change in the confidence level of the student?		

Date:

Signature of Student

Signature of Mentor

Signature of HOD

1. Academic Guidance:

2. Career Guidance:

3. Curricular & Co-Curricular Activities:

Any Information (Personal / Academic):

Student Signature

Mentor Signature

IV SEMESTER: MENTORING – I (Conducted before I Internal Exam.)

1. Mentor is required to go through the Attendance, Internal marks of the current semester and Mentee's performance in the previous semesters.
2. Mentor may address the aspects that require mentoring and support.
3. Mentor is requested to forward the same to his/her Head of the Department

Teacher's Assessment

		YES	NO
1.	Does the student have leadership skills?		
2.	Does the student show positive attitude?		
3.	Attendance % and its implication to do well in examinations		
4.	Mid Examination (s) performance and its consequence in the end semester examinations		
5.	Marks in the previous semester examination and its consequence in the later part of the course and subsequently in career as well		
6.	Submission of assignments and its consequence on the performance of Mid		
7.	Examinations and End semester examinations		
8.	Able to do laboratory exercises		
9.	participation in the classroom activities		
10.	Importance of Self-Motivation to do well in career and subsequently in life.		

Date:

Signature of Student

Signature of Mentor

IV SEMESTER: MENTORING – II (Conducted before II Internal Exam.)

S. NO.	MENTORING	YES	NO
1.	Any improvement observed in the attendance of the student?		
2.	Any improvement in the marks scored by the student?		
3.	Did the student understand the relevance of the course work of earlier semester(s) vis-à-vis this semester		
4.	Did the student understand the importance of participation in classroom activities for career building?		
5.	Did the student understand the relevance of the Laboratory exercises and their correlation to the theory course?		
6.	Did the student understand how important it is to be self-motivated and how it helps in career building and also in later part of life?		
7.	Did you notice any perceptible change in the attitude of the student?		
8.	Is the student sensitive to constructive criticism?		
9.	Did you observe any perceptible change in the confidence level of the student?		

Date:

Signature of Student

Signature of Mentor

Signature of HOD

1. Academic Guidance:

2. Career Guidance:

3. Curricular & Co-Curricular Activities:

Any Information (Personal / Academic):

Student Signature

Mentor Signature

V SEMESTER: MENTORING – I (Conducted before I Internal Exam.)

1. Mentor is required to go through the Attendance, Internal marks of the current semester and Mentee's performance in the previous semesters.
2. Mentor may address the aspects that require mentoring and support.
3. Mentor is requested to forward the same to his/her Head of the Department

Teacher's Assessment

		YES	NO
1.	Has the student shown improvement in team skills / group behaviour?		
2.	Is the student a member of any Professional Body?		
3.	Attendance % and its implication to do well in examinations		
4.	Mid Examination (s) performance and its consequence in the end semester examinations		
5.	Marks in the previous semester examination and its consequence in the later part of the course and subsequently in career as well		
6.	Submission of assignments and its consequence on the performance of Mid Examinations and End semester examinations		
7.	Able to do laboratory exercises		
8.	participation in the classroom activities		
9.	Importance of Self-Motivation to do well in career and subsequently in life.		

Date:

Signature of Student

Signature of Mentor

V SEMESTER: MENTORING – II (Conducted before II Internal Exam.)

S. NO.	MENTORING	YES	NO
1.	Any improvement observed in the attendance of the student?		
2.	Any improvement in the marks scored by the student?		
3.	Did the student understand the relevance of the course work of earlier semester(s) vis-à-vis this semester		
4.	Did the student understand the importance of participation in classroom activities for career building?		
5.	Did the student understand the relevance of the Laboratory Exercises and their correlation to the theory course?		
6.	Did the student understand how important it is to be self-motivated and how it helps in career building and also in later part of life?		
7.	Did you notice any perceptible change in the attitude of the student?		
8.	Is the student sensitive to constructive criticism?		
9.	Did you observe any perceptible change in the confidence level of the student?		

Date:

Signature of Student

Signature of Mentor

Signature of HOD

1. Academic Guidance:

2. Career Guidance:

3. Curricular & Co-Curricular Activities:

Any Information (Personal/Academic):

Student Signature

Mentor Signature

VI SEMESTER: MENTORING – I (Conducted before I Internal Exam.)

1. Mentor is required to go through the Attendance, Internal marks of the current semester and Mentee's performance in the previous semesters.
2. Mentor may address the aspects that require mentoring and support.
3. Mentor is requested to forward the same to his/her Head of the Department

Teacher's Assessment

		YES	NO
1.	Has the student set goals with regard to higher studies / career?		
2.	Is the student ready to face the competition in the job market, one year from now?		
3.	Attendance % and its implication to do well in examinations		
4.	Mid Examination (s) performance and its consequence in the end semester examinations		
5.	Marks in the previous semester examination and its consequence in the later part of the course and subsequently in career as well.		
6.	Submission of assignments and its consequence on the performance of Mid Examinations and End semester examinations		
7.	Able to do laboratory exercises		
8.	participation in the classroom activities		
9.	Importance of Self-Motivation to do well in career and subsequently in life.		
10.	Area of interest of the Summer Internship		
11.	Does the student need any assistance from the department towards Internship?		

Date:

Signature of Student

Signature of Mentor

VI SEMESTER: MENTORING – II (Conducted before II Internal Exam.)

S. NO.	MENTORING	YES	NO
1.	Any improvement observed in the attendance of the student?		
2.	Any improvement in the marks scored by the student?		
3.	Did the student understand the relevance of the course work of earlier semester(s) vis-à-vis this semester		
4.	Did the student understand the importance of participation in classroom activities for career building?		
5.	Did the student understand the relevance of the Laboratory exercises and their correlation to the theory course?		
6.	Did the student understand how important it is to be self-motivated and how it helps in career building and also in later part of life?		
7.	Did you notice any perceptible change in the attitude of the student?		
8.	Is the student sensitive to constructive criticism?		
9.	Did you observe any perceptible change in the confidence level of the student?		

Date:

Signature of Student

Signature of Mentor

Signature of HOD

1. Academic Guidance:

2. Career Guidance:

3. Curricular & Co-Curricular Activities:

Any Information (Personal/Academic):

Student Signature

Mentor Signature

VII SEMESTER: MENTORING – I (Conducted before I Internal Exam)

1. Mentor is required to go through the Attendance, Internal marks of the current semester and Mentee's performance in the previous semesters.
2. Mentor may address the aspects that require mentoring and support.
3. Mentor is requested to forward the same to his/her Head of the Department

Teacher's Assessment

		YES	NO
1.	Did the membership in Professional Body help the student to be up-to-date with the latest innovations happening around the world?		
2.	Does the student demonstrate inquisitiveness / research-mindedness?		
3.	Attendance % and its implication to do well in examinations		
4.	Mid Examination (s) performance and its consequence in the end semester examinations		
5.	Marks in the previous semester examination and its consequence in the later part of the course and subsequently in career as well		
6.	Submission of assignments and its consequence on the performance of Mid Examinations and End semester examinations		
7.	Able to do laboratory exercises		
8.	participation in the classroom activities		
9.	Importance of Self-Motivation to do well in career and subsequently in life.		
10.	Submission of summer internship information.		
11.	Is Internship helpful in skill development?		

Date:

Signature of Student

Signature of Mentor

VII SEMESTER: MENTORING – II (Conducted before II Internal Exam.)

S. No.	MENTORING	YES	NO
1.	Any improvement observed in the attendance of the student?		
2.	Any improvement in the marks scored by the student?		
3.	Did the student understand the relevance of the course work of earlier semester(s) vis-à-vis this semester		
4.	Did the student understand the importance of participation in classroom activities for career building?		
5.	Did the student understand the relevance of the Laboratory exercises and their correlation to the theory course?		
6.	Did the student understand how important it is to be self-motivated and how it helps in career building and also in later part of life?		
7.	Did you notice any perceptible change in the attitude of the student?		
8.	Is the student sensitive to constructive criticism?		
9.	Did you observe any perceptible change in the confidence level of the student?		
10.	Have you acquired required skills, for the placement (oral & written)		

Date:

Signature of Student

Signature of Mentor

Signature of HOD

VIII SEMESTER: MENTORING – I (Conducted before I Internal Exam.)

1. Mentor is required to go through the Attendance, Internal marks of the current semester and Mentee's performance in the previous semesters.
2. Mentor may address the aspects that require mentoring and support.
3. Mentor is requested to forward the same to his/her Head of the Department

Teacher's Assessment

		YES	NO
1.	Has the student shown originality / creativity in executing the assigned Project work?		
2.	Project is help in fulfillment of project objectives.		
3.	On a scale of 1-10, how do you rate the student's technical skills and soft skills?	Technical Skills (1-10)	Soft Skills (1-10)

VIII SEMESTER: MENTORING – II (Conducted before II internal exam)

Major Achievements During the Course:

Future Ambitions:**Placement:**

Placement In-Campus / On-Campus:

Company Details:

Location:

Package /CTC:

Offer letter Submitted : TPO/ Dept.

Higher Studies:

Student Signature

Mentor Signature

HOD Signature

MEETING RECORD

S.No	Date	Points Discussed	Action Plan	Mentor Signature	HOD Signature
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					

S.No	Date	Points Discussed	Action Plan	Mentor Signature	HOD Signature
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					

Action Plan: Action plan should include both Mentor as well as Mentee's suggested plan of action to set the required outcomes.



M.V.S.R. ENGINEERING COLLEGE, NADARGUL, HYDERABAD.
GRADUATING STUDENT PROFILE

Name :

Roll No :

Date of Birth :

Year of Joining :

Year of Passing & CGPA :

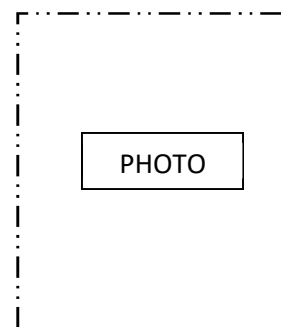
Batch :

E-Mail ID :

Mobile No. :

Parent Contact No : Father: _____

Mother: _____



Address for Communications :

Were you selected through Campus Placements:

Yes

☐

No

☐

In which company are you selected: 1.

2.

3.

Have you given any Competitive Exams / Eligibility examinations?

GATE

☐

CAT

☐

GMAT

☐

GRE

☐

TOFEL

☐

IELTS

☐

Other

Score / Rank in the above Exam

Are you going to pursue Higher education

☐

Yes

☐

No

In which universities are you admitted: 1.

2

3.

Details of the Universities of your preference to be submitted i20 / GATE Score card/CAT Rank card/employment letter:

Signature of the Student:

Date: