

Fax & Phone: (03213)272-237/275



## BEJOY NARAYAN MAHAVIDYALAYA

[GOVT. SPONSORED]

P.O.-ITACHUNA, DIST.-HOOGHLY, PIN-712147

Website: <http://www.bnmv.ac.in> email: [bnmv2012@yahoo.in](mailto:bnmv2012@yahoo.in)

### NOTICE


#### Sub: Mentee list and duties of a mentor

It is hereby notified that the mentee lists for the session 2021-22 is now available in the institute's website (<http://www.bnmv.ac.in>). Honours students of Semesters I, III and V (of different streams) have been assigned as mentees under the mentorship of one of their departmental teachers. The faculty members are requested to contact the respective mentees assigned to them. They are also instructed to collect the Mentor's Notebook from the office for this purpose.

#### Duties of a mentor:

- 1) General supervision of the mentees
- 2) Meeting with the students twice a month
- 3) Create a whatsapp group of mentees for maintaining regular contact
- 4) Collect contact no., email, address, and parents' contact no. for each mentee
- 5) Keep their attendance record
- 6) Mentor their basic needs and keep a check on their health conditions
- 7) Evaluation of their result
- 8) Keeping them aware of scholarships and othe student-centric schemes
- 9) Regular counselling of the mentees

After completion of each semester, the mentor must submit a report to the IQAC.

  
01/09/21  
Principal  
Bejoy Narayan Mahavidyalaya  
P.O.- Itachuna, Dt.- Hooghly.