

Guidelines for 1:1 Mentorship Session

Dear Learners,

These are some important guidelines that we are sharing with you in order to ensure that the best learning experience is created for the students of Skill Academy. Requesting students to adhere to the below mentioned guidelines/pointers to keep in mind in order to utilize 1:1 efficiently..

- ❖ This is a strictly 1:1 Session. Only the students who have booked the session are allowed to join. No one else can accompany the learner in this session.
- ❖ Students are instructed to not book multiple sessions in a single day. If observed that a student has booked back to back 2-3 Sessions then those sessions will be canceled & only 1 slot will remain valid.
- ❖ After booking & confirming the mentor slot students are requested to not miss the session without a valid reason. On account of being absent in the session the mentor will be sending an email to the learner's & 3 such back to back instances will make students ineligible to avail the mentorslot services.
- ❖ Students are requested to maintain the decorum in the session. Harsh Language or any form of Verbal Abuse will not be tolerated in the sessions.
- ❖ It is expected that before booking the mentor slot a student has gone through all the videos & documentation provided around those topics by Skill Academy as 1:1 Mentorship sessions are meant for doubt solving purposes & topics cannot be covered from scratch in the session. Students are requested to explore the concepts by themselves as well hereby empowering them to work on different projects.
- ❖ Once a slot is booked for any available slots it is expected that students will be joining the slot on time. The mentor will wait in the slot for 5 minutes and if a student fails to join the session they will be marked as absent & the mail will be sent for the same.
- ❖ Assigning a Mentor to the slot is purely at the discretion of Skill Academy. A student cannot request for a specific mentor to get their doubts resolved. We

have a pool of mentors & we ensure that all the student queries will be cleared timely.

- ❖ Please note that Mentors are “Subject Matter Experts” & are different from “Faculties”. Mentor Slots will not be conducted by faculties. In case students want to get their doubts cleared by faculty we request them to wait up to the next Live Class for the same.
- ❖ Please note that all the doubts are to be in & around either around Past Topics & or the current on-going topics. Doubts from the topics which will be covered in the future cannot be covered in advance as it hampers the pace of the program in the batch.
- ❖ Doubts in the session should be about the topics which are covered by Skill Academy. Students cannot ask doubts around external topics.
- ❖ The doubts in the session should be around Academic Queries itself. All the Non-Academic queries related to tech issue,EMI issue,etc can be raised by intercom to get timely resolution.
- ❖ A mentor slot can be arranged only via Calendly set up. Students are hereby requested to not call the Mentor’s directly to get their doubts resolved. This process will help students to better structure their Learning Schedule.
- ❖ Students should plan their Mentor calls in a better manner. Please note that mentor calls are on a first come first serve basis & one cannot expect an immediate slot while booking. The best possible slot will be visible to the students & they can select the same to appear for the call.

The points mentioned above are important & are to be kept in mind while a student books a 1:1 Mentor Slot.

Click on the below ICON to book a 1:1 Mentorship Session.

