

**Department of Information Science & Engineering**

**School of Computer Science & Engineering**

**Mentor Form**

**Name: USN:**



**Global Campus**

Jakkasandra Post, KanakapuraTaluk, Ramanagara District, Pin Code: 562 112

## General Instructions

This Mentoring is created to ensure students (mentees) and mentors develop a mutual understanding of expectations from the beginning of their relationship. Additionally, it creates a series of identifiable benchmarks and goals to work towards and evaluate progress.

This document will help each mentee/mentor:

1. Establish communication expectations
2. Identify goals for this mentoring relationship
3. Outline skill areas to be enhanced or developed through this partnership

## As a mentee, I agree to do the following:

1. Meet regularly with my mentor and maintain frequent communication.
2. Look for multiple opportunities and experiences to enhance my learning.
3. Review my progress and adjust my contract as I work towards my identified goals.

## As



4. Maintain confidentiality of our relationship

**a mentor, I agree to do the following**:

1. Serve as a mentor for \_ and provide guidance, oversight, encouragement.

and

1. Provide feedback regarding their mentorship contract, progress, and experience
2. Meet in person or communicate regularly with my mentee to review their progress and help them work toward identified goals.
3. Maintain confidentiality of our relationship

Current plans are to revisit this document every (months) to adjust goals and dates given current accomplishments.

## Name of Mentee:

**Mentees Signature (may be electronic):**

**Date:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **#** | **Semester** | **Class Teacher** | **Mentor** | **Head of the Department** |
| **1** | **III** |  |  |  |
| **2** | **IV** |  |  |  |
| **3** | **V** |  |  |  |
| **4** | **VI** |  |  |  |
| **5** | **VII** |  |  |  |
| **6** | **VIII** |  |  |  |

1. **STUDENT PERSONAL RECORD**

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Name of the Student** | **Date of Birth** | | | **Sex** | **Blood Group** | **Admitted on** | **Admitted as** | | **Branch** | **Changed Branch** |
| **DD** | **MM** | **YYYY** | **JIEEE/ Others** | **Rank** |
|  |  |  |  |  |  |  |  |  |  |  |
| **USN** |
|  |
| **Category** | **Communication Skills** | | | | **Games** | | **Hobbies** | | **Others** | |
|  | **Spoken** | | **Written** | |
| **Mobile** |  | |  | |  | |  | |  | |
|  |
| **E Mail** |
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1. **PARENT & GUARDIAN RECORD**

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| --- | --- | --- | --- | --- | --- |
| **Name of the Parent** | | | **Permanent Address** | **Official Address** | **Contact No** |
|  | | |  |  |  |
| **Qualification** | | | **E Mail** |
|  | | |  |
| **Occupation** |  | **Designation** |
|  |  |  |
| **Name of the Parent / Guardian** | | | **Permanent Address** | **Official Address** | **Contact No** |
|  | | |  |  |  |
| **Qualification** | | | **E Mail** |
|  |  |  |  |
| **Occupation** |  | **Designation** |
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1. **ACADEMIC DETAILS**

|  |  |  |  |  |  |  |  |  |  |  |
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| **SEM I** | **#** | **Subject Name** | **Subject Code** | **Internal Test Marks** | | | | **Overall Internal Mark** | **External Exam Details** | |
| **T1** | **T2** | **T3** | **T4** | **External Marks** | **Grade** |
| **1** |  |  |  |  |  |  |  |  |  |
| **2** |  |  |  |  |  |  |  |  |  |
| **3** |  |  |  |  |  |  |  |  |  |
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| **SGPA** |  | | | | | | | | |
| **SEM II** | **#** | **Subject Name** | **Subject Code** | **Internal Test Marks** | | | | **Overall Internal Mark** | **External Exam Details** | |
| **T1** | **T2** | **T3** | **T4** | **External Marks** | **Grade** |
| **1** |  |  |  |  |  |  |  |  |  |
| **2** |  |  |  |  |  |  |  |  |  |
| **3** |  |  |  |  |  |  |  |  |  |
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| **SGPA** |  | | | | | | | | |



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| **SEM III** | **#** | **Subject Name** | **Subject Code** | **Internal Test Marks** | | | | **Overall Internal Mark** | **External Exam Details** | |
| **T1** | **T2** | **T3** | **T4** | **External Marks** | **Grade** |
| **1** |  |  |  |  |  |  |  |  |  |
| **2** |  |  |  |  |  |  |  |  |  |
| **3** |  |  |  |  |  |  |  |  |  |
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| **SGPA** |  | | | | | | | | |
| **SEM IV** | **#** | **Subject Name** | **Subject Code** | **Internal Test Marks** | | | | **Overall Internal Mark** | **External Exam Details** | |
| **T1** | **T2** | **T3** | **T4** | **External Marks** | **Grade** |
| **1** |  |  |  |  |  |  |  |  |  |
| **2** |  |  |  |  |  |  |  |  |  |
| **3** |  |  |  |  |  |  |  |  |  |
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| **11** |  |  |  |  |  |  |  |  |  |
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| **SEM V** | **#** | **Subject Name** | **Subject Code** | **Internal Test Marks** | | | | **Overall Internal Mark** | **External Exam Details** | |
| **T1** | **T2** | **T3** | **T4** | **External Marks** | **Grade** |
| **1** |  |  |  |  |  |  |  |  |  |
| **2** |  |  |  |  |  |  |  |  |  |
| **3** |  |  |  |  |  |  |  |  |  |
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| **SGPA** |  | | | | | | | | |
| **SEM VI** | **#** | **Subject Name** | **Subject Code** | **Internal Test Marks** | | | | **Overall Internal Mark** | **External Exam Details** | |
| **T1** | **T2** | **T3** | **T4** | **External Marks** | **Grade** |
| **1** |  |  |  |  |  |  |  |  |  |
| **2** |  |  |  |  |  |  |  |  |  |
| **3** |  |  |  |  |  |  |  |  |  |
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| **SEM VII** | **#** | **Subject Name** | | **Subject Code** | **Internal Test Marks** | | | | **Overall Internal Mark** | **External Exam Details** | |
| **T1** | **T2** | **T3** | **T4** | **External Marks** | **Grade** |
| **1** |  | |  |  |  |  |  |  |  |  |
| **2** |  | |  |  |  |  |  |  |  |  |
| **3** |  | |  |  |  |  |  |  |  |  |
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| **12** |  | |  |  |  |  |  |  |  |  |
| **SGPA** |  | | | | | | | | | |
| **SEM VIII** | **#** | **Subject Name** | | **Subject Code** | **Internal Test Marks** | | | | **Overall Internal Mark** | **External Exam Details** | |
| **T1** | **T2** | **T3** | **T4** | **External Marks** | **Grade** |
| **1** |  | |  |  |  |  |  |  |  |  |
| **2** |  | |  |  |  |  |  |  |  |  |
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| **CGPA** | | |  | | | | | | | | |

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| **IV. ISSUES DISCUSSED** | | | | | | | |
|  | **Date** | **Issues Discussed** | | | | | **Signature of Mentor** |
| **Attendance** | **Performance in Exams / IA** | **Discipline** | **Other Issues** | **Suggestions** |  |
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| **Note:** *Additional sheets can be added whenever required and those sheets need to be tagged with data of discussion duly signed by mentor.* | | | | | | | |



1. **PROFESSONAL SOCIETY MEMBERSHIP**

|  |  |  |
| --- | --- | --- |
| **SOCIETY NAME** | **MEMBERSHIP NUMBER** | **VALIDITY** |
|  |  |  |
|  |  |  |
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1. **PLACEMENT DETAILS**

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| --- | --- | --- | --- | --- |
| **Name of the Company** | **Designation** | **Salary (in PA)** | **DOJ** | **ONCAMPUS / OFFCAMPUS** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

1. **HIGHER STUDIES**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of the Course** | **Specialization** | **Name of University / Institute** | **Competitive Exam** | | **Admitted on** |
| **Name** | **Ranking** |  |
|  |  |  |  |  |  |

1. **INTERNSHIP DETAILS**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Name of the Company** | **Address of the company** | **Implant / Intern** | **Number of days attended** | **Period** | |
| **From** | **To** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
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1. **DETAILS OF CO-CURRICULAR AND EXTRA CURRICULAR ACTIVITIES**

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| --- | --- | --- | --- | --- |
| **S.No** | **Name of the event** | **Inter-college / State / National / International** | **Venue** | **Remarks** |
|  |  |  |  |  |

Documenting Parent/Guardian Communication

|  |  |  |
| --- | --- | --- |
| **Date** | **Discussions made on** | **Mentor Signature** |
|  |  |  |
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|  |  |  |
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**Note:** Use additional sheets whenever required and enclosed with faculty signature

# Documenting Parent/Guardian Communication

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| --- | --- | --- |
| **Date** | **Discussions made on** | **Mentor Signature** |
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**Note:** Use additional sheets whenever required and enclosed with faculty signature

# Feedback from Parent/Guardian (Date: )

* whichever is applicable.

|  |  |  |
| --- | --- | --- |
| **#** | **Item** | **Ratings** |
| 1 | Rate the Quality of Infrastructure facilities namely laboratory, facilitated learning of curriculum-based software development tools. | Outstanding Very Good Good satisfactory Poor |
| 2 | Rate your ward on Industry exposure and technical skills achieved through in-plant training. | Outstanding Very Good Good satisfactory Poor |
| 3 | Rate your ward on Co-curricular and extra-curricular activities aided in overall grooming and personality development of the student. | Outstanding Very Good Good satisfactory Poor |
| 4 | Rate your ward on Conducive learning environment due to good interaction with the teachers. | Outstanding Very Good Good satisfactory Poor |
| 5 | Do you Feel Student counselling and mentoring helped in inculcating moral and ethical values among the students. | Outstanding Very Good Good satisfactory Poor |
| 6 | Rate Workshops, Seminars ,Conferences aided the professional development of student (Your Ward). | Outstanding Very Good Good satisfactory Poor |

|  |  |  |
| --- | --- | --- |
| 7 | Rate - Constant communication about your ward academic progress report, discipline and attendance. | Outstanding Very Good Good satisfactory Poor |
| 8 | Rate Facilities available namely library, hostel facility, Teaching learning process, Administrative help , Examination. | Outstanding Very Good Good satisfactory Poor |

## Parent Signature ( with name and date )

Feedback from Parent/Guardian (Date: )

* whichever is applicable.

|  |  |  |
| --- | --- | --- |
| **#** | **Item** | **Ratings** |
| 1 | Rate the Quality of Infrastructure facilities namely laboratory, facilitated learning of curriculum-based software development tools. | Outstanding Very Good Good satisfactory Poor |
| 2 | Rate your ward on Industry exposure and technical skills achieved through in-plant training. | Outstanding Very Good Good satisfactory Poor |
| 3 | Rate your ward on Co-curricular and extra-curricular activities aided in overall grooming and personality development of the student. | Outstanding Very Good Good satisfactory Poor |
| 4 | Rate your ward on Conducive learning environment due to good interaction with the teachers. | Outstanding Very Good Good satisfactory Poor |
| 5 | Do you Feel Student counselling and mentoring helped in inculcating moral and ethical values among the students. | Outstanding Very Good Good satisfactory Poor |
| 6 | Rate Workshops, Seminars ,Conferences aided the professional development of student (Your Ward). | Outstanding Very Good Good satisfactory Poor |

|  |  |  |
| --- | --- | --- |
| 7 | Rate - Constant communication about your ward academic progress report, discipline and attendance. | Outstanding Very Good Good satisfactory Poor |
| 8 | Rate Facilities available namely library, hostel facility, Teaching learning process, Administrative help , Examination. | Outstanding Very Good Good satisfactory Poor |

## Parent Signature ( with name and date )