



Principal Dr Maneeta Kahlon

Dr. MANEETA KAHLON
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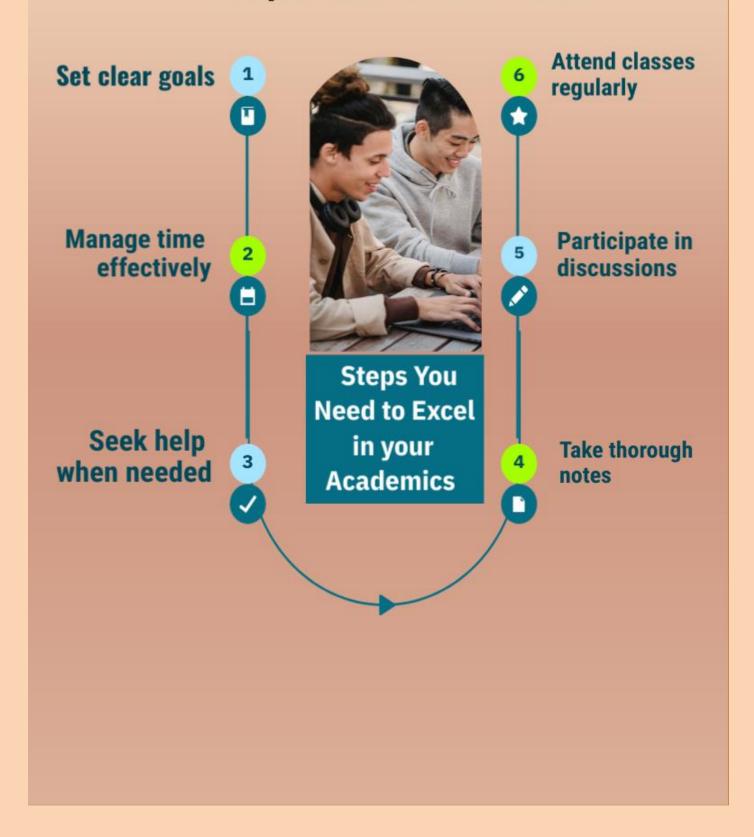


Coordinator Dr. Madhu Dhawan



Co-coordinator Ms. Manpreet Kaur

Responsibilities Of A Mentee





5 PROFESSIONAL SKILLS OF A TEACHER



Critical thinking helps in gaining deeper insight into various topics and helps the children to gain a better understanding of the same.

> **CRITICAL** THINKING



PATIENCE

with others collaboratively by maintaining a healthy relation COLLABORATION \bowtie

ORGANIZATION SKILL

It is always a good idea to maintain various binders and folders that will help you to organize more efficiently.













2024-25 (Even Semester)



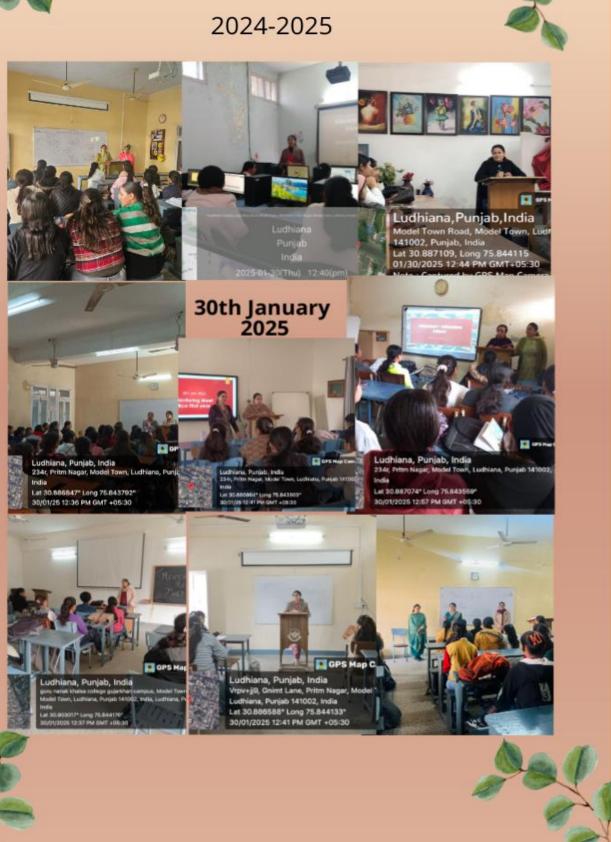
S No	Date	Action Purposed	Action Taken
1	30/1/2025	To inform the students about upcoming events during the semester	Students wholeheartedly welcomed after winter break and they were informed about several upcoming events, including the 10th Prof. Gurbir Singh Sarna Memorial Inter-College Competition, scheduled for February 1, 2025, and the much-anticipated Alumni Carnival on February 8, 2025. They were encouraged to embrace the festive spirit, include in delicious treats, and enjoy a spectacular showcase of creativity and fun.
2.	28/2/2025	To conduct Mentor Mentee Meet for the college students regarding mid-term semester exams and upcoming events	During the session, students were informed about various upcoming events, including the Annual Prize Distribution Ceremony and a one-day trip. They were also updated on the commencement date of Mid-Semester Examinations and the Farewell Party. Additionally, students discussed their fee-related concerns with their mentors. The meet witnessed enthusiastic participation, with students actively sharing their thoughts and concerns.
3	11/4/2025	To inform students about the date of Annual Prize Distribution Function and commencement of panjab university examination	During this meet, Students were informed about various upcoming events i.e. Annual Prize distribution, remedial classes. Students were also informed about the datasheet of panjab university examinations. Students also discussed their fee related issues with their mentors. Students enthusiastically attended this meet and shared their views with their mentors.







Student Mentoring Meet At Glance 2024-2025





28th February 2025 Student Mentoring Meet











11th April 2025 Student Mentoring Meet















MENTORING IS A BRAIN TO PICK, AN EAR TO LISTEN, AND A PUSH IN THE RIGHT DIRECTION."

Agenda of Mentoring Meet

31st January 2025

- 1. Welcome to students after exams and winter break.
- 2. Despite of severity of cold weather, students are prompted to attend their lectures regularly.
- 3. To inform students about various inter college competitions that are going to be held in the upcoming months.
- 4. Students are requested to give details of extra-curricular activities in which they have participated to their mentors.
- 5. Students must follow Social Media Platform i.e. Facebook & Instagram for College activities.
- 6. Maintain discipline in the college & keep your campus neat & clean, by not littering and using dustbins.
- 7. Students are not allowed to use your Mobile phone during lectures.
- 8. Mentees are not supposed to leave the whatsapp group as your details are updated by your mentor.
- 9. 10th Prof. Gurbir Singh Sarna Memorial Inter college competition will be held on 1st February 2025. Attendance of students is compulsory on this day.
- 10. Alumni Valentine Carnival will be held on 8th February 2025. Centre of attractions on this date will be Fun Games, Music & Dance, DJ, Selfie Points, Food and Snacks, Ramp Modeling, exciting stalls.
- 11. Students are requested to pay their fees at the earliest otherwise their examination form will not be sent to Panjab university.

Principal

Agenda For Student Mentoring Meet

28th February, 2025

- 1. Students should deposit a minimum amount of Rs 5000/- on 2nd March 2024. it's last day to deposit college fee otherwise university examination forms will not be submitted as college university clerk Ms Suresh has to leave to PU, Chandigarh on 4th March 2024 in this regard.
- 2. College is organising one day trip on 2nd March, 2024. Along fun and masti during trip, Students must maintain discipline and cooperate with teachers who are on duty.
- 3. Farewell for all final year students is going to be organised on 6th April, 2024.final year students of all streams are required to deposit Rs 500 to their respective mentors.
- 4. Mid Term Exams will commenced from 18th March 2024 which are Mandatory to all. Assessment of Student will be based on performance in Mid Semester Test, Class Attendance and assignments, in case of absentee from exam, student will be fined Rs 500 for each paper. Prior sanctioned leave (duly signed by authority) will only be entertained.

Principal

Agenda For Student Mentoring Meet

11th April, 2025 (Timings-12.30pm-1.00pm)

- To inform students about **PTM** which is going to be held on 12th April, 2025 It is mandatory for parents to attend it .In case of parents not attending PTM, roll no will not be issued to the students.
- 2 **Prize distribution** function will held on 19th April 2025.
- It is imperative to remind all students that using **unfair** means during exams will not be tolerated. Engaging in such practices may result in severe consequences, including being debarred from future examinations.
- 4 To inform students about clearing of their **pending dues** (including fees, library fine, canteen charges etc.) the schedule has already been sent in all whatsapp groups.
- To inform students about university **practical examinations** that are going to start from April 15, 2025 for all UG classes and PG classes from 21st April 2025.
- Students must check the date sheet of **final examinations** which will commence on April 28, 2025. No need to rely on their friends for the same.
- 7 Student must fill **SSS** (student satisfaction survey) and college feedback form positively and send the screen shot of it to their respective mentors.
- 8 **Remedial classes** will be held from 15th April,2025 to 22nd April,2025
- 9 **Ardas** for success of students in university examinations will be done on April 15th 2025. There will be no gating from 15th April 2025.
- Wishing all students **Good luck** for their university examinations.

Principal