

**GURU NANAK KHALSA COLLEGE FOR WOMEN
GUJARKHAN CAMPUS, MODEL TOWN, LUDHIANA**



“GREAT MENTORS GIVE WISE GUIDANCE.”



**STUDENT MENTORING MEET
(ODD SEMESTER) 2024-2025**



Principal

Dr Maneeta Kahlon

Dr. MANEETA KAHLO

Principal

G.N.Kh. College for Women
Gujerkhan Campus, Model Town,
Ludhiana



Coordinator

Dr. Madhu Dhawan



Co-coordinator

Ms. Manpreet Kaur

OBJECTIVES OF SMS

To create a sense of oneness among students with the institution.

To establish a first line of communication for each student with the institution.

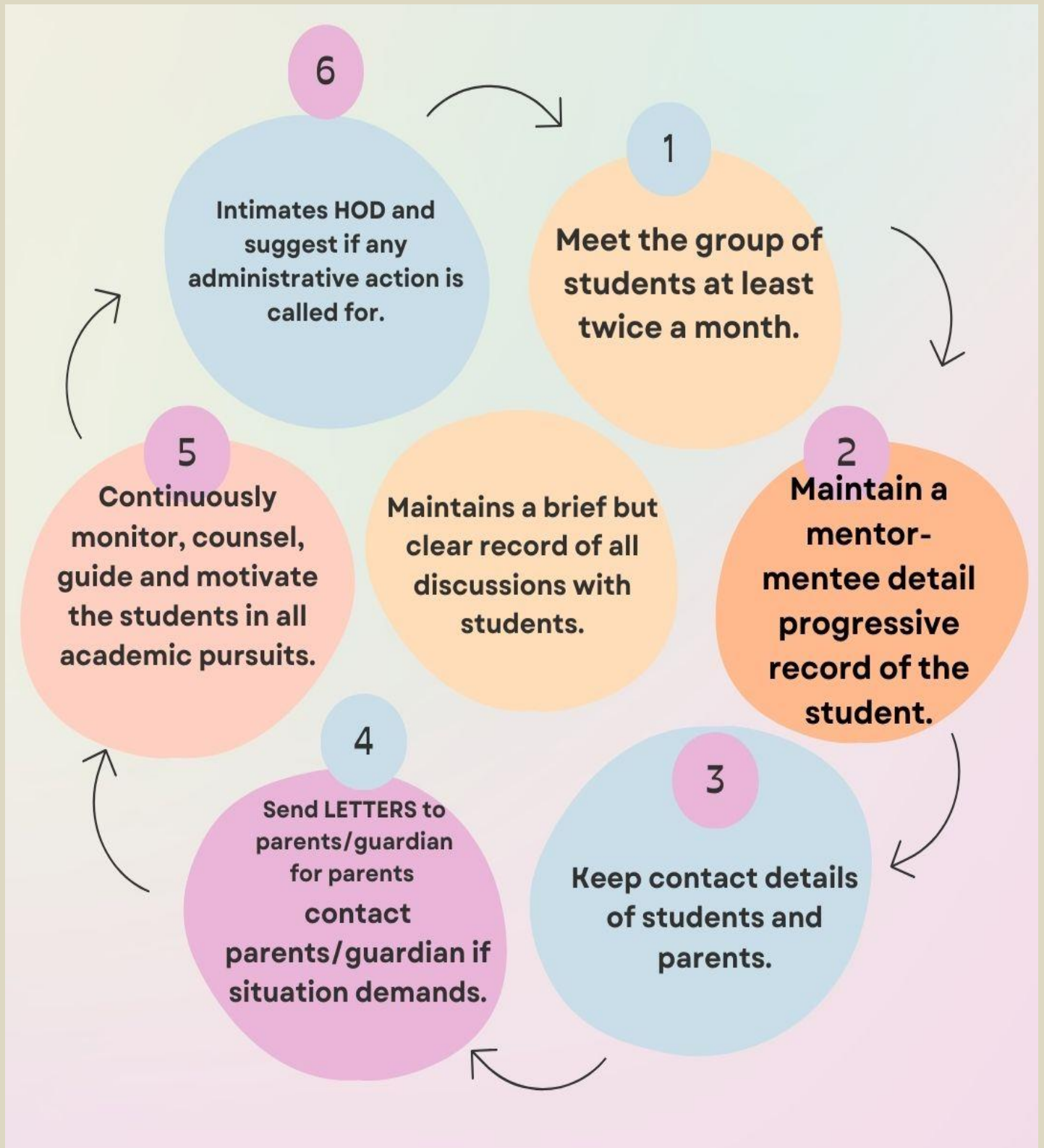
To identify and mitigate psychology societal and other issues faced by students and course them there or refer them to experts for remedy.

To make the students be self-aware of their strengths and weakness and take necessary remedial action.



MENTOR RESPONSIBILITIES

INSPIRING GROWTH



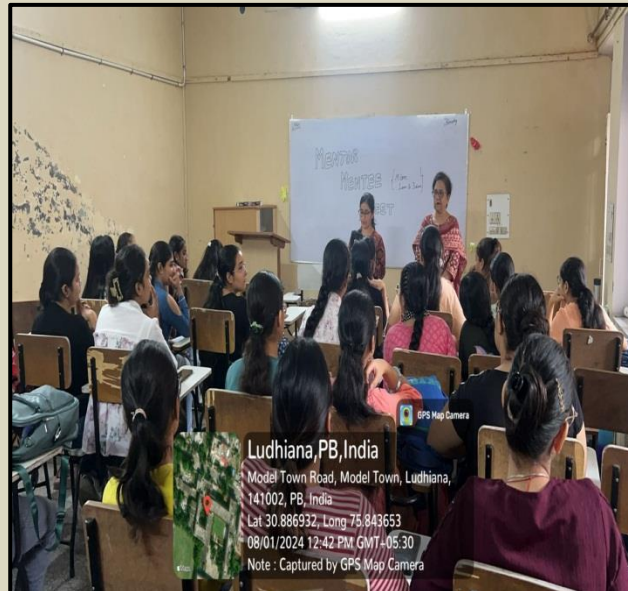
2024-25 (odd Semester)

Detail of activities performed (July-November)			
S No	Date	Action Purposed	Action Taken
1	1/8/2024	To conduct Mentor Mentee meet to inform students about code of conduct of college.	Session 1 st mentor meet was held on 1st August, 2024 at 12:20 pm. The prime objective of the meet was to inform students about the code of conduct of college. They were also informed about the last date of change in subjects. Students were encouraged to participate in various extracurricular activities. The students enthusiastically attended this meet and shared their views with their mentors. Mrs. Manpreet Kaur and Dr. Madhu were the in-charge of this event.
2.	31/8/2024	To conduct mentor meet for all the college students	All the mentors from their respective streams made their mentees aware about the MSTs which will be held from 30 th September, 2024. Mentees were also informed about upcoming events of the college, including, the activities to be conducted under the 'Earn while you Learn' scheme.
3	28/9/2024	To conduct Mentor Mentee Meet for the college students regarding mid-term semester exams and upcoming events.	All the mentors from their respective streams made their mentees aware about the MSTs which will be held from 27th October 2022- 7th November 2022. Mentees were also informed about upcoming events of the college, including, the activities to be conducted under the 'Earn while you Learn' scheme. Students were encouraged to put up different stalls on eve of Karwa Chauth and Diwali
4.	29/10/2024	To inform the students about various Inter college competitions	Mentors from their respective streams made their mentees aware about various Inter college competitions which will be held in month of November. Mentees were also informed about End semester examination of Panjab University. They were informed for lucky draw that will be held on 31 st October, 2024 on occasion of Diwali with special prizes.
5.	11/11/ 2024	To inform students about remedial classes and guidance session	Mentors from their respective streams made their mentees aware about remedial classes and guidance session for BA first year students as per NEP Policy to acquaint them with the essential guidelines for the upcoming Panjab University semester examinations scheduled for December 2024. Mentees were also informed about Regular classes for even semester will resume on 10th January 2025 after winter break from 27th December, 2024- 9th November, 2025.

Student Mentoring Meet at glance 2024-2025

Ist August 2024





31st August 2024



28th September 2024





Agenda For Student Mentoring Meet on 1st August, 2024.

Timings: 12:20pm-1:00pm

1. Warm Welcome to students and introduction of Mentor Mentee concept.
2. Each student is supposed to join Mentor's whatsapp group especially made for accessibility of students.
3. Inform students that Mentor Mentee Meet will be held at the end of every month
4. Students should attend their classes regularly as 75% attendance is required.
5. Student's leave should be signed by their respective mentor in case of seven days. If leave is more than seven days, it should be signed by College Registrar Mrs. Seema Dua.
6. College is organizing 'Teej Festival' on 17th August 2024 and 'Fresher Party' on 24th August 2024 in the College Campus, so be ready for both the events with zeal and enthusiasm.
7. Students must follow Social Media Platform i.e. Facebook & Instagram for College activities.
8. Students must follow the code of conduct which is displayed on the college website. Link of the website is www.gnwldh.com.
9. Students are required to fill Anti ragging form. It is mandatory for all. Link of website is <https://antiragging.in> after filling this form, download the form, student will receive an e-mail with registration number, afterwards you have to forward that e-mail to gnkcwantiragging@gmail.com
10. Students do not lend your phone to any student for making calls. If a student requests you to use your phone to contact her parents or for any other reason, kindly direct her to the college administrative office where she can use college phone to make the call.
11. Students are not permitted to enter or leave the college premises with their faces covered. Covering your face is only allowed once you have exited the college gate.
12. Subject change (S1, S2, S3) for BA 1st year after 20th August, 2024 will not be entertained.
13. Maintain discipline in the college & keep your campus neat & clean, by not littering and using dustbins.
14. Students are not allowed to use your Mobile phone during lecture.
15. Mentees are not supposed to leave the whatsapp group as all information about your class/college will be sent in the group.
16. Please note: you are under Camera Surveillance so refrain from indulging in anti-social activities.

Principal

Agenda For Student Mentoring Meet on 31st August 2024.

Timings: 12:20Pm-1:00pm

1. Thematic Rashtriya Poshan Maah, 2024 will be celebrated in the month of September, 2024 to raise awareness and sensitize the youth for anemic disorders these days.
2. To inform all first year students of different streams to register on ABC portal which is essential under New Education Policy.
3. Students should attend their classes regularly as 75% attendance is required.
4. Student's leave should be signed by their respective mentor in case of seven days. If leave is more than seven days, it should be signed by College Registrar Mrs. Seema Dua.
5. Students are prohibited from bringing expensive gifts for teachers on 5th September (**Teacher's Day**). They may show appreciation to the teacher only with a diary or pen.
6. Students must follow Social Media Platform i.e. Facebook & Instagram for College activities.
7. Students must follow the code of conduct which is displayed on the college website. Link of the website is www.gnwdh.com.
8. Students do not lend your phone to any student for making calls. If a student requests you to use your phone to contact her parents or for any other reason, kindly direct her to the college administrative office where she can use College phone to make the call.
9. Mid-term exams will begin on 30th September, 2024. Attendance in the MSTs is mandatory and no excuse will be entertained. The student's internal assessment will be based on their MST results.
10. Students are not permitted to enter or leave the college premises with their faces covered. Covering your face is only allowed once you have exited the college gate.
11. Maintain discipline in the college & keep your campus neat & clean, by not littering and using dustbins.
12. Students are not allowed to use your Mobile phone during lecture.
13. Mentees are not supposed to leave the whatsapp group as your details are updated by your mentor.
14. Please note: you are under Camera Surveillance so refrain from indulging in anti-social activities.

Principal

Agenda For Student Mentoring Meeting on 28th September 2024

Timings: 12.20pm-1.00pm

1. Mid-semester exams will start on 30th September. Attendance for these exams is mandatory, and absentees will be fined Rs. 500 per exam. The date sheet has already been shared in the respective WhatsApp groups on September 16, 2024. Every student should follow the code of conduct if exams.
2. In case of an emergency, students must submit a hard copy of their leave request to the mentor before the day of the exam. Leave applications after the exam will not be considered.
3. Students are not permitted to leave the exam hall before two and a half hours have passed.
4. Paper distribution and discussion will be done on 21st October and 22nd October 2024. any discrepancy in marking or calculation can be brought to the notice of the Teacher.
5. Internal assessment is based on performance in the mid-semester exams along with other parameters. Academic topper Prizes will be awarded based on performance in the mid-semester exams.
6. The Zonal Youth Festival will be held from October 22, 2024, to October 26, 2024, at GCG Ludhiana. Students participating in the festival must notify their subject teachers about the rehearsal schedule.
7. Students must follow Social Media Platform i.e. Facebook & Instagram for College activities.
8. Maintain discipline in the college & keep your campus neat & clean, by not littering and using dustbins.
9. On the occasion of Karva Chauth, Mehndi stalls will be set up from October 16th to October 18th, 2024. Those interested should contact Ms. Parveen Verma in the Department of Home Science.
10. The Roshini-Diwali Exhibition will take place on October 29-30, 2024, with a lucky draw/raffle on October 31, 2024.

Principal

Agenda for Student Mentoring Meeting on 28th October 2024

Timings: 12.20pm-1.00pm

1. Wishing all students a prosperous and safe Diwali.
2. Annual exhibition '**Roshini**' will be held in the College on 29th and 30th October, 2024. Student must support fellow student entrepreneurs who are putting various stalls.
3. Lucky draw will be held on October 31, 2024. Winners of lucky draw have to deposit the counterfoil of their tickets in order to claim prize within 10 days.
4. PTM will be held on 9th November, 2024.
5. To inform students about various Inter college competitions that will be held in month of November.
6. Practical examinations of undergraduate classes are scheduled to commence on November 04, 2024. Attendance for these exams is mandatory and if a student does not appear in these examinations, she will get a reappear in the concern subject.
7. Internal assessment is based on performance in the mid-semester exams along with other parameters. Academic topper Prizes will be awarded based on performance in the mid-semester examinations.
8. Parents should know that College has Grievance Redressal Cell, in case of any issue; students can approach Dr Balbir Kaur, and Mrs Manmeet Kaur, In charges of Grievance Redressal Cell. They can also use suggestion \ complaint box which is opened every month.
9. Students must follow Social Media Platform i.e. Facebook & Instagram for College activities.
10. Maintain discipline in the college & keep your campus neat & clean.

Principal

Agenda for Student Mentoring Meeting on 11th November 2024

Timings: 12.20pm-1.00pm

1. To inform students about remedial classes of various subjects that will be held from 11th November 2024 onwards.
2. End semester theory exams of PU are scheduled to commence from 19th December, 2024.
3. All date sheets sent in whatsapp groups and displayed on the notice boards. Students must read carefully.
4. To inform students about Guidance session which is going to be organized on November 20th, 2024 for first-year undergraduate students enrolled under the New Education Policy to acquaint them with the essential guidelines for the upcoming Panjab University semester examinations scheduled for December 2024.
5. Students are advised not to bring mobile phones and cash during exams. In case of any loss college will not be responsible.
6. Students should reach in examination hall half an hour before the scheduled time. Students must carry their ID card during exams.
7. Regular classes for even semester will resume on 10th January 2025 after winter break from 27th December, 2024- 9th November, 2025. Students are advised not to leave whatsapp group as all important messages would be circulated there.

Principal