



St. Albert's College (Autonomous)

Accredited by National Assessment and Accreditation Council (NAAC) at 'A' Grade
with a CGPA of 3.24, ISO 9001:2010 certified
Affiliated to Mahatma Gandhi University, Kottayam, Kerala
Banerjee Road, Ernakulam, Kerala, India - 682 018

DEPARTMENT OF ENGLISH

MENTORING CIRCULAR 2018- 2019

Dear Teachers

Mentoring is a unique method of supporting students to improve their learning and leadership skills, motivating them towards their future career development. With this in mind, the College has a mentorship programme wherein the faculty members are given training on mentor system and they meet the students to listen to their issues and guide them on their overall personality development.

Objectives of Mentoring

- To guide students in feeling more connected to the campus and their educational goals
- To support students to improve their ability to articulate and formulate plans to actively pursue and achieve their academic and career goals
- To help students to develop or refine their study skills and time management abilities
- To make students aware of resources available to them on campus and in the community and encourage them to make use of those resources
- To enhance student leadership skills by arranging by capacity development and skill enhancement activities
- To monitor academic performance
- To provide opportunities for students to build academic, social, and professional networks through seminars, events, co-curricular activities, and industry mentors
- To make sure that students attend remedial coaching if needed
- To arrange sessions on Career Counselling and guide mentees to prepare for competitive exams

Mentors are requested:

- to provide, a reliable and comprehensive support system,
- to motivate students to excel in both academic and non-academic fields and to make the most of their life at the college.
- to keep track of their mentees with reference to academics, attendance, discipline and overall development.
- to systematically record their meetings in the mentor's report.
- to help mentees identify their own goals and offer empowerment and encouragement
- to guide them to achieve their goals, or solve any challenges along the way.

The mentor- mentee list for the academic year 2018-2019 has been attached herewith.

NO	CLASS NO	MENTEE	MENTOR
1	3301	CHRISTY JOSEPH	JOSE BABU
2	3302	ANJANA RAJEEV T	
3	3303	LAKSHMIPRIYA P SANTHOSH	
4	3304	MEERA M NAIR	
5	3305	JUNAIZA ZAINUDHEEN	
6	3306	ANAGHA RADHAKRISHNAN	
7	3307	ANSHITA XAVIER	
8	3308	NEERAJA ROSE JESTIN	ARYA S. NAIR
9	3309	ALNA JOSH V. V	
10	3310	VISHNUPRABHA BALAKRISHNAN	
11	3311	BLANTA JOLLY	
12	3312	SONA STANLEY	
13	3313	SHAHANA MANSUR	
14	3314	MARY DEEPHY JOY	
15	3315	NILA VANDA CELIN	NEENU KURUVILLA
16	3316	FRANCIS ADARSH ALBERT	
17	3317	SURYA S	
18	3318	MARY STEPHY	
19	3320	LUCY OLIVIA ROY	
20	3321	ASISHA D S	
21	3322	ANNIE LIMIYA V. G	
22	3323	RESHMI XAVIER	NIKITHA SHAJI THOMAS
23	3324	ANNA STAIN	
24	3325	RAHANA ISMATH NOON	
25	3326	LYNELL CARISSA JADE DE ROZARIO	
26	3327	ANNA CICILY TONY	
27	3329	ANJU ROSE THOMAS	
28	3330	MINNU K PRAKASH	



Signature of the HoD – in – Charge

DEPARTMENT OF ENGLISH-SF
ST. ALBERT'S COLLEGE (AUTONOMOUS)
ERNAKULAM, KOCHI-18

Seal



St. Albert's College (Autonomous)

Banerji Road, Ernakulam, Kochi – 682018 Kerala, India

MENTORING REPORT

Name of Department : *ENGLISH S.F*

Name of Programme : *MA ENGLISH.*

Batch : *2018 - 2020*

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SL NO	MENTEE	MENTOR	PAGE NO
1.	CHRISTY JOSEPH.	JOSE BABU	
2.	ANJANA RAJEEV .T	JOSE BABU	
3.	LAKSHMIPRIYA P. SANTHOSH	JOSE BABU	
4.	MEERA M. NAIR	JOSE BABU	
5.	JUNAIZA ZAINUDDHEEN	JOSE BABU	
6.	ANAGHA RADHAKRISHNAN	JOSE BABU	
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12.	SONA STANLEY	ARYA S. NAIR	
13.	SHAHANA MANSUR	ARYA S. NAIR	
14.	MARY DEEPTHI JOY	ARYA S. NAIR	
15.	NIKA VANDA CELIN	NEENU KURUVILLA.	
16.	FRANCIS ADARSH ALBERT	NEENU KURUVILLA	
17.	SURYA S.	NEENU KURUVILLA.	
18.	MARY STEPHY	NEENU KURUVILLA	
19.	LUCY OLIVIA ROY	NEENU KURUVILLA.	
20.	ASHISHA DAS	NEENU KURUVILLA	
21.	ANNIE LIMIYA V.G	NEENU KURUVILLA.	
22.	RESMI XAVIER	NIKITHA SHAJI THOMAS	
23.	ANNA STAIN	NIKITHA SHAJI THOMAS	
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25.	LYNELL CARISSA JADE DE ROZARIO	NIKITHA SHAJI THOMAS	
26.	ANNA CICKY TONY	NIKITHA SHAJI THOMAS	
27.	ANJU ROSE THOMAS	NIKITHA SHAJI THOMAS	
28.	MINNU K. PRAKASH.	NIKITHA SHAJI THOMAS	

ENTRY DETAILS

Name of Mentor : JOSE BARU
Name of Mentee : CHRISTY JOSEPH
Class Number : 3301
Mobile Number : 9846673909
Mobile Number of Parent/Guardian :
Academic level : Advanced Learner Average Learner Slow learner
English Proficiency : Native Fluent Intermediate Elementary
Interests : Sports Fine Arts Music Dance Theatre
 Literature Creative Arts
Future goal : Teaching
Guidance/help required if any : Academic Counselling

Jose
18/08/2018

Signature of the Mentor with Date

Outstanding performance in any field

Interested in Theology

MENTORS OBSERVATION ON ACADEMIC PROGRESS AND ACHIEVEMENTS I YEAR

	Performance indicators	Mentor's Observations	Recommendations
Semester 1 Session 1 Date: 19/01/2019 Time: 1.45	a) Regularity of attendance	Excellent <input type="checkbox"/> Very Good <input checked="" type="checkbox"/> Good <input type="checkbox"/> Poor <input type="checkbox"/>	
	b) Academic level	Excellent <input type="checkbox"/> Above Average <input checked="" type="checkbox"/> Average <input type="checkbox"/> Below Average <input type="checkbox"/>	
	c) Participation in Social Outreach Programmes	Regular <input type="checkbox"/> Often <input checked="" type="checkbox"/> Occasionally <input type="checkbox"/> Seldom <input type="checkbox"/>	
Mentor <i>Jesse</i>			
HoD <i>Pauline</i>			
Semester 1 Session 2 Date: 20/01/2019 Time: 1.45	a) Regularity of attendance	Excellent <input type="checkbox"/> Very Good <input checked="" type="checkbox"/> Good <input type="checkbox"/> Poor <input type="checkbox"/>	
	b) Academic level	Excellent <input type="checkbox"/> Above Average <input checked="" type="checkbox"/> Average <input type="checkbox"/> Below Average <input type="checkbox"/>	
	c) Participation in Social Outreach Programmes	Regular <input type="checkbox"/> Often <input checked="" type="checkbox"/> Occasionally <input type="checkbox"/> Seldom <input type="checkbox"/>	
Mentor <i>Jesse</i>			
HoD <i>Pauline</i>			
Semester 2 Session 1 Date: 21/01/2019 Time: 1.45	a) Regularity of attendance	Excellent <input type="checkbox"/> Very Good <input checked="" type="checkbox"/> Good <input type="checkbox"/> Poor <input type="checkbox"/>	
	b) Academic level	Excellent <input type="checkbox"/> Above Average <input checked="" type="checkbox"/> Average <input type="checkbox"/> Below Average <input type="checkbox"/>	
	c) Participation in Social Outreach Programmes	Regular <input type="checkbox"/> Often <input checked="" type="checkbox"/> Occasionally <input type="checkbox"/> Seldom <input type="checkbox"/>	
Mentor <i>Jesse</i>			
HoD <i>Pauline</i>			
Semester 2 Session 2 Date: 22/01/2019 Time: 1.45	a) Regularity of attendance	Excellent <input type="checkbox"/> Very Good <input checked="" type="checkbox"/> Good <input type="checkbox"/> Poor <input type="checkbox"/>	
	b) Academic level	Excellent <input type="checkbox"/> Above Average <input type="checkbox"/> Average <input checked="" type="checkbox"/> Below Average <input type="checkbox"/>	
	c) Participation in Social Outreach Programmes	Regular <input type="checkbox"/> Often <input checked="" type="checkbox"/> Occasionally <input type="checkbox"/> Seldom <input type="checkbox"/>	
Mentor <i>Jesse</i>			
HoD <i>Pauline</i>			

MENTORS OBSERVATION ON ACADEMIC PROGRESS AND ACHIEVEMENTS II YEAR

	Performance indicators	Mentor's Observations	Recommendations
Semester 3 Session 1 Date: 26/02/2019 Time: 1.45	a) Regularity of attendance	Excellent <input type="checkbox"/> Very Good <input type="checkbox"/> Good <input checked="" type="checkbox"/> Poor <input type="checkbox"/>	
	b) Academic level	Excellent <input checked="" type="checkbox"/> Above Average <input type="checkbox"/> Average <input type="checkbox"/> Below Average <input type="checkbox"/>	
	c) Participation in Social Outreach Programmes	Regular <input type="checkbox"/> Often <input type="checkbox"/> Occasionally <input type="checkbox"/> Seldom <input checked="" type="checkbox"/>	
Mentor <i>Jesse</i>			
HoD <i>Pauline</i>			
Semester 3 Session 2 Date: 27/02/2019 Time: 2.00pm	a) Regularity of attendance	Excellent <input type="checkbox"/> Very Good <input checked="" type="checkbox"/> Good <input type="checkbox"/> Poor <input type="checkbox"/>	
	b) Academic level	Excellent <input type="checkbox"/> Above Average <input type="checkbox"/> Average <input checked="" type="checkbox"/> Below Average <input type="checkbox"/>	
	c) Participation in Social Outreach Programmes	Regular <input type="checkbox"/> Often <input type="checkbox"/> Occasionally <input type="checkbox"/> Seldom <input checked="" type="checkbox"/>	
Mentor <i>Jesse</i>			
HoD <i>Pauline</i>			
Semester 4 Session 1 Date: 13/11/2019 Time: 2.00pm	a) Regularity of attendance	Excellent <input checked="" type="checkbox"/> Very Good <input type="checkbox"/> Good <input type="checkbox"/> Poor <input type="checkbox"/>	
	b) Academic level	Excellent <input type="checkbox"/> Above Average <input checked="" type="checkbox"/> Average <input type="checkbox"/> Below Average <input type="checkbox"/>	
	c) Participation in Social Outreach Programmes	Regular <input type="checkbox"/> Often <input checked="" type="checkbox"/> Occasionally <input type="checkbox"/> Seldom <input type="checkbox"/>	
Mentor <i>Jesse</i>			
HoD <i>Pauline</i>			
Semester 4 Session 2 Date: 25/02/2019 Time: 1.45pm	a) Regularity of attendance	Excellent <input checked="" type="checkbox"/> Very Good <input type="checkbox"/> Good <input type="checkbox"/> Poor <input type="checkbox"/>	
	b) Academic level	Excellent <input type="checkbox"/> Above Average <input type="checkbox"/> Average <input checked="" type="checkbox"/> Below Average <input type="checkbox"/>	
	c) Participation in Social Outreach Programmes	Regular <input checked="" type="checkbox"/> Often <input type="checkbox"/> Occasionally <input type="checkbox"/> Seldom <input type="checkbox"/>	
Mentor <i>Jesse</i>			
HoD <i>Pauline</i>			