

## G.L. Bajaj Institute of Technology and Management, Greater Noida

## MENTOR AND MENTEE POLICY

The policy for mentorship in the institute is framed with purpose to provide a holistic, proactive and perceptive support to all students. The system is based on the student's strength and need so that even the non achievers can succeed. This includes academic and behavioral support to all students.

The academic support provided to the students;

- Starting from the 1<sup>st</sup> Year, each student is mentored by a faculty member who provides academic support to individual student.
- Each mentor can have maximum 25 students in a particular semester, this help to monitor the student's progress continuously and the same is informed time to their parents too.
- They serve as the concourse between the student and Institution and provide necessary counseling to the students for their problems related to academics, behavioral, societal and personal.
- 4. The interaction with the student is maintained in a record book along with the action taken by them for the problems students mentioned during the studies. These records are maintained at the department level till his course of study.
- To further support every mentors are also headed by the class coordinator, then by head of department and finally by Dean Student welfare (DSW).
- The other problems of the students are addressed through different policies such as weak student's policy, anti-ragging policy, Bright Student policy.

### Format Attached:



# GL BAJAJ Institute of Technology & Management FIND YOUR SPARK

РНОТО

Student's Photograph

Course		
Batch		
Department	:	N S
Name		
Section		
Admission ID	4	
University Roll No.	\$ <u></u>	
Aadhaar No	*	
Mode of Admission	: UPSEE/Direct/JEE	

## STUDENT'S PERFORMANCE REPORT

G. L. Bajaj Institute of Technology & Management

GREATER NOIDA - HELPLINE NO.: 8010-000-234 | PH: 0120-2323818, Fax: 0120-2323817
Plot No.2, Knowledge Park-III, Greater Noida (U.P.) www.glbitm.org | College Code: 192





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Address:					
Contact No					

Previous Achievement (if any)

# Assessment during Ist Semester

Mentor's	Name:
Subjects	Studying

S	Subject (Code & Name)	Marks Obtained	Marks Obtained	Marks Obtained
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2. After	2nd Month	% attendance	(from	to
	3rd Month	% attendance	(from	to
4. Over	all attendance in the semester	% attendance	(from	to
Performa	nce in 1s semester:			
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Accommodation: Hosteller/Day-scholar

Remarks by Dean 1st Year

## Assessment during II<sup>nd</sup> Semester

## Mentor's Name: Subjects Studying: Marks Obtained Marks Obtained Marks Obtained Subject (Code & Name) (1st Sessional) (2nd Sessional) (3rd Sessional) No. N.B.: Mark "A" if absent, mark "D" if detained Attendance Record: % attendance 1. After 1st Month (from % attendance 2. After 2nd Month (from to % attendance (from to 3. After 3rd Month % attendance (from 4. Overall attendance in the semester Performance in 2<sup>nd</sup> semester: 1. Cumulative score card External Internal Total Marks Percentage Carry over if any (provide details) Sub, code Marks 3. Any other Achievements GL BAJA id li. 4. Involvement in indiscipline (Mention if any) 5. Remarks by coordinator/teacher/mentor (Excellent, V.Good, Good and Poor) Subject Remarks Teacher's Name Accommodation: Hosteller/Day-scholar

Remarks by Dean 1st Year

# Assessment during III<sup>rd</sup> Semester

Mentor's Subjects	s Name: s Studying:					
S No.	Subject (Code & Name)		Marks Obtained (1st Sessional)	Marks Obtained (2nd Sessional)	Marks Obtained (3rd Sessional)	
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Subject						
Remarks						
Teacher's Name						
Accomm	odation: Hosteller/Day	-scholar				

Remarks by Head of the Department

# Assessment during IV<sup>®</sup> Semester

S No.			Marks Obtained	Marks Obtained	Marks Obtained
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Teacher's Name

Accommodation: Hosteller/Day-scholar
Remarks by Head of the Department

Remarks

# Assessment during V<sup>th</sup> Semester

Mentor's	Name:
Subjects	Studying

Subjects	s Studying:					
S No.	Subject (Code & Nan	ne)	Marks Obtained (1st Sessional)	Marks Obtained (2nd Sessional)	Marks Obtained (3rd Sessional)	
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4. Involv i.	rement in indisciplir	ne (Mention if any)				
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	ks by coordinator/to	eacher/mentor (Exc	ellent, V.Good, Good an	d Poor)		

Accommodation: Hosteller/Day-scholar Remarks by Head of the Department

# Assessment during VI<sup>th</sup> Semester

	r's Name:					
Subjec	ts Studying:					
S No.	Subject (Code & Na	ame)	Marks Obtained (1st Sessional)	Marks Obtained (2nd Sessional)	Marks Obtained (3rd Sessional)	
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	ance Record:					
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	ter 2nd Month		% attendance	(from	_to)	
	ter 3rd Month	STATES A	% attendance	(from	_to)	
4. Ov	verall attendance in the	semester	% attendance	(from_	_to)	
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5. Rema	rks by coordinator	teacher/mentor (Exce	ellent, V.Good, Good and	d Poor)		
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Remarks					1-1-	
Teacher's						
Name						
Accomn	nodation: Hosteller	/Day-scholar				

Accommodation: Hosteller/Day-schola Remarks by Head of the Department

## Assessment during VIIth Semester

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4. 0 Perform 1. Cum	verall attendance in the semester mance in 7th semester: ulative score card  Marks Percentage y over if any (provide details)	xternat	% attendance	(from	to

## 3. Any other Achievements

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4. Involvement in indiscipline (Mention if any)

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5. Remarks by coordinator/teacher/mentor (Excellent, V.Good, Good and Poor)

Subject		May a to the	
Remarks			
Teacher's Name	Kente		

GL BAJAJ

Accommodation: Hosteller/Day-scholar

Placement status and Company:

Remarks by Head of the Department

## Assessment during VIIIth Semester

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Score/Rank:

Remarks by Head of the Department

GATE Enrollment No.:

# (Technical Profile)

Training and Certification		
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## PDP Assessment Sheet | (Session .....)

#### Attendance in PDP Classes

S.No.	Semester	Attendance				
		Aptitude	Soft Skills	Technical	Any Other	Total %
-						
		1 15 50				

Performance in PDP assessment (Aptitude/Technical/English/Others Tests)

5.No.	Date of Test	Type of Test	Topic	Max. Marks	Score
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## Soft Skill Assessment/One to One Assessment

	- Date	Assessment				Signature of
Assessment		Excellent	Good	Satisfactory	Need Improvement	Assessor
Technical Iriting Skills						
Communication Skills			L.B.	JAJ		
Communication Skills						

## Technical/HR Assessment

S.No.	Date	Technical	HR	Overall Personality	Signature of Assessor
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	1119				

Note: Add Additional Sheets if Required

# (Remarks if any)

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#### PROGRAM OUTCOMES(POs)

#### Engineering Graduates will be able to:

- Engineering knowledge: Apply the knowledge of mathematics, science, engineering fundamentals, and an
  engineering specialization to the solution of complex engineering problems.
- Problem analysis: Identify, formulate, review research literature, and analyze complex engineering problems reaching substantiated conclusions using first principles of mathematics, natural sciences, and engineering sciences.
- Design/development of solutions: Design solutions for complex engineering problems and design system components or processes that meet the specified needs with appropriate consideration for the public health and safety, and the cultural, societal, and environmental considerations.
- Conduct investigations of complex problems: Use research-based knowledge and research methods
  including design of experiments, analysis and interpretation of data, and synthesis of the information to
  provide valid conclusions.
- Modern tool usage: Create, select, and apply appropriate techniques, resources, and modern engineering and IT tools including prediction and modeling to complex engineering activities with an understanding of the limitations.
- The engineer and society: Apply reasoning informed by the contextual knowledge to assess societal, health, safety, legal and cultural issues and the consequent responsibilities relevant to the professional engineering practice.
- Environment and sustainability: Understand the impact of the professional engineering solutions in societal and environmental contexts, and demonstrate the knowledge of, and need for sustainable development.
- Ethics: Apply ethical principles and commit to professional ethics and responsibilities and norms of the
  engineering practice.
- Individual and team work: Function effectively as an individual, and as a member or leader in diverse teams, and in multidisciplinary settings.
- Communication: Communicate effectively on complex engineering activities with the engineering community and with society at large, such as, being able to comprehend and write effective reports and design documentation, make effective presentations, and give and receive clear instructions.
- 11. Project management and finance: Demonstrate knowledge and understanding of the engineering and management principles and apply these to one's own work, as a member and leader in a team, to manage projects and in multidisciplinary environments.
- Life-long learning: Recognize the need for, and have the preparation and ability to engage in independent and life-long learning in the broadest context of technological change.

#### VISION OF THE INSTITUTE

To be an institute of repute, providing professionally competent and socially sensitive engineers.

### MISSION OF THE INSTITUTE

- To equip with the latest technologies to be globally competitive professionals.
- To inculcate qualities of leadership, professionalism, corporate understanding and executive competence.
- To imbibe and enhance human values, ethics and morals in our students.



## G. L. Bajaj Institute of Technology & Management

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