



Criteria 2.3. Teaching -Learning Process

2.3.2 The institution adopts effective Mentor-Mentee Schemes to address academic and student psychological issues

**PROFESSIONAL COUNSELLING
AND PERSONALIZED GUIDANCE
RECORD BY PSYCHOLOGICAL
DEPARTMENT**

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Academic Year

2023-2024

Resolution - Individual Student

Annexure I

Name of the School : School of Law
Meeting Venue/Room no.: Room No 3, SOL
Name of Faculty Mentor : Shreya Singh
Program/Year/ Batch: BBA (H) 2021
Name of the Mentee: Mr. Abhijat
Enrollment No. 210BBAUR002

Issue / Concerns: Regarding frequent email communication for Date: 15 Sept, 2023
Mentor Issues. (Counselling of the student and support structure.)

Student had several issues and he wanted to speak and discuss these issues with the mentor. Student said he doesn't find any option but to email the faculties over these issues.

Resolution: The student was counselled. properly Date: 16 Sept, 2023

It was being communicated to the student that we deeply value open communication and understand the importance of addressing students needs. But many of the issues could be resolved through communication (verbal) without requiring formal written correspondence each time. It is being promised to the student that a ^{special} regular check-in system be implemented to streamline communication and on that note a special mentor was also being appointed to assist student.

AJit
Signature of Mentee



Shreya Singh
Signature of Faculty Mentor



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Academic Year

2022-2023

Resolution - Individual Student

Name of the School : School of Law
Meeting Venue/Room no.: Room No 12, School of Law
Name of Faculty Mentor : Ms. Kirti Lamba
Program/Year/ Batch: BAUB 2021
Name of the Mentee: Mr. Hemang Goyal
Enrollment No. 210BAUB003

Issue / Concerns: Concern regarding integrating a special child Date: 22 Sept, 2023
I need with general student during seating arrangements.
The student Hemang has respectfully requested to sit in a separate room during the upcoming mid-semester examinations. He believe that a quieter and less distracting environment would greatly support his ability to focus and perform to the best of his abilities.

Resolution: Date: 6 October, 2023
In the capacity of the mentor and member of the examination committee, the matter was discussed with the higher authorities and it was decided that his request for special accommodation was granted. He was provided with a seat in the library to ensure a supportive and conducive examination environment.

Signature of Mentee



Signature of Faculty Mentor

