K. K. Wagh Polytechnic, Nashik.

Hirabai Haridas Vidyanagari, Amrutdham, Panchavati, Nashik-422003

DEPARTMENT OF COMPUTER TECHNOLOGY

[Accredited by NBA, New Delhi upto Year 2026]

Academic Year: 2025-26   **Sem:** EVEN   **Date:-** 19/12/2025

Notice: - Guardian/Mentor Teacher Scheme Schedule

We are adopting the Guardian/Mentor Teacher scheme for the students to:

- Have better communication of students and Teachers/staff
- Guidance, Counseling of the students-Time to Time
- Know/Understand students' academic, personal problems/issues/difficulties and guide the students to overcome it.
- Explain the Career and Career paths options to the students.
- Know Students regularity, punctuality, performance in regular academics.
- Guide the lagging students to improve performance

All Guardian/Mentor Teachers shall conduct meeting with students at least twice in a month. The proposed dates for the conduct of Mentor Meeting are given below:

❖ **EVEN Semester**

Sr. No	Month	Proposed Dates of Mentor Meeting	
		Monthly Meeting-1 Date	**Monthly Meeting-2 Date**
1	December 2025	15th Dec. to 30th Dec 2025	---NA---
2	January 2026	10th Jan to 14th Jan 2026	25th Jan to 31st Jan 2026
3	February 2026	10th Feb to 14th Feb 2026	25th Feb to 28th Feb 2026
4	March 2026	10th Mar to 14th Mar 2026	25th Mar to 31st Mar 2026

Note: After conduction of Mentor meeting, all mentors shall submit the completed & approved "Mentor Meeting Report" on or before 15th and 30th date of the month to the Mentor Teacher Coordinator of the Computer Technology Department. The late submission of "Mentor Meeting Report" will be notified by email/letter for not submitting in time.

     Mr. M. N. Jadhav   Mrs. M. P. Bhosale

Guardian/Mentor Teacher Coordinator   HOD-Comp.Tech.

Cc: 1) Guardian/Mentor Teacher File   2) Staff Circulation by eCopy.