

DVV Submitte	ed	DVV NC	Response
2.3.4.Student: Mentor Ratio (preceding academic year)  HEI Input: Year(2018-19)		Every teacher is not a mentor. Only by virtue of being assigned mentorship one may be called mentor for the assigned group.	HEI has noted observations of DVV HEI hereby submits the following documents for the kind consideration of the DVV.
Total number of mentors in the preceding academic year	218	The HEI must provide a ecopy of the approved Mentor list as announced (signed by the principal).  The HEI must also provide allotment order of the mentor to mentees.  A copy of the circular pertaining to the details of the mentor and their allotted mentees as	<ol> <li>Approved mentor list duly signed by principal and dean for the academic year 2019-20</li> <li>Allotment order of the mentor to mentees duly attested by principal and dean for the academic year 2019-20</li> <li>Sample copies of filled in</li> </ol>
Total number of students in the preceding academic year	1282		
HEI Changed Data : Year(2019-20)		announced. Timetable of the Mentor- mentee interaction for Even semester of 2019-20 may	follow up sheets of mentorship with details of mentor mentee interaction have been enclosed.  4. Time table of the mentor
Total number of mentors in the preceding academic year 2019-20	186	also be provided.	mentee for 2019-20
Total number of students in the preceding academic	1293		

M.S. RAMAIAH MEDICAL COLLEGE, M S R Nagar, MSRIT Post, Bangalore 560 054 Tel: 080-2360 5190/1742 /1743 /5408. Fax: 080-2360 6213, Email: msrmedical@msrmc.ac.in, Web: www.msrmc.ac.in, www.ramaiah-india.org

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Student: Mentor Ratio (preceding academic year)

## **HEI Claim and Response**

#### Observations made by the DVV are noted

As per the DVV suggestions, the HEI has verified the requirements and has put up the following claims and supporting evidence for student: Mentor ratio for the latest preceding academic year 2019-20

#### Mentoring

HEOI is highly committed for the welfare of the students, the critical age of the students at tertiary level forms the basis of mentoring at Ramaiah medical college. It has well laid down sop in place, which is being appropriately followed by all the stake holders. The HEI believes providing support and guides the students. Mentors are selected and mentees are allotted to the mentors.

For mentoring to be effective, the HEI ensures that the mentors and mentees belong to the same professional year so that their interaction is more meaningful and easy to implement.

The HEI has given the data for Metric Id: 2.3.4.

The following supporting documents for the metric 2.3.4 is being submitted for the kind perusal by the DVV.

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- The HEI has filled and submitted the Institutional data of student to mentor ratio in NAAC prescribed data template format as Excel file as Document 1
- The HEI has filled and submitted the Institutional data of student to mentor ratio in NAAC prescribed data template format as pdf duly signed by Principal and Dean as Document
   2
- 3. The HEI is submitting the approved mentor list for the year 2019-20 duly signed by Principal and Dean as **Document 3**
- 4. The HEI is submitting the document regarding circular on mentoring for the year 2019-20 duly signed by the Principal and Dean as **Document 4**
- 5. The HEI is submitting the document regarding allotment order of the mentor to mentees for the year 2019-20 duly signed by the Principal and Dean as **Document 5**
- The HEI is submitting the document regarding timetable for mentoring for the year 2019-20 duly signed by the Principal and Dean as Document 6
- 7. The HEI is submitting the document regarding sample copy of follow up sheet of mentoring with details of mentor mentee interaction as for 2019-20 as **Document 7**
- 8. The HEI is submitting the document regarding Standard Protocol of mentoring as Document 7

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### List of Documents and links as per HEI response for Metric 2.3.4

SI. No	Name of the document	Link
1.	Filled and submitted the Institutional data of student to mentor ratio in NAAC prescribed data template format as Excel file.	<u>View document</u>
2.	The HEI has filled and submitted the Institutional data of student to mentor ratio in NAAC prescribed data template format as pdf duly signed by Principal and Dean	<u>View document</u>
3.	Document regarding approved mentor list for the year 2019-20 duly signed by principal and dean.	<u>View document</u>
4.	Document regarding Circular on mentoring for the year 2019-20	<u>View document</u>
5.	Document regarding allotment order of the mentor to mentees duly attested by principal and dean	<u>View document</u>
6.	Document regarding time table for Mentoring	<u>View document</u>
7.	Sample copies of follow up sheet of mentorship with details of mentor mentee interaction have been enclosed	<u>View document</u>
8.	Standard Protocol of mentoring	<u>View document</u>