



INDIAN INSTITUTE OF TECHNOLOGY (INDIAN SCHOOL OF MINES) DHANBAD
(OFFICE OF THE DEAN ACADEMIC)

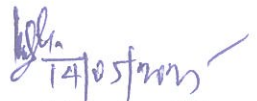
No.IITISM/DAC/900

14 May 2025

NOTIFICATION OF CHANGES IN THE STUDENT MENTORSHIP PROGRAM
BEING CONDUCTED FOR UG STUDENTS

In order to help Institute's Undergraduate Program students effectively deal with the challenges, if any, faced during their campus life and to help them choose and follow their career paths, a **Student Mentorship Program (SMP)** was initiated for all UG students of this Institute in MS 2024-25. Based on the inputs received from various stakeholders, the following changes have been approved to be introduced in the **Student Mentorship Program** with immediate effect -

- (i) Each mentor faculty member of the department will be assigned equal no. of students from all the years of a UG program by the respective HoD. For example, Mentor X shall have 5 students from 1st year, 5 students from 2nd year, 5 students from 3rd year, 5 students from 4th year and 5 students from 5th year (where applicable).
- (ii) As soon as the new batch joins the campus, the HoDs should assign the UG students from the new batch to the respective faculty mentors, and share the updated list of mentors and mentees with the AD (UG) within the first week of commencement of new academic session.
- (iii) At least one meeting in a month is required to be conducted by faculty mentors with their assigned student mentees during regular semesters while the students are present on campus. The mentor faculty members can also offer light refreshments from the food stalls/courts inside the Institute or from SAH/EDC during the mentor mentee meeting once in a month. The upper limit of Rs.50/- per mentee per meeting per month will be applicable on such bills. The bill for such refreshments will be processed through the respective HoDs from the Institute's non-plan fund.


14/05/2025
Dean (Academic)

Copy to –

Director, Dy. Director
All Deans / All HoDs / RG
AD (UG) / JR (Acad) / AR (UG)
DR (F&A) / AR (IA)
UG Students