

## Akila Group of Institutes (Mentee Record Proforma)

Department \_\_\_\_\_ Mentor \_\_\_\_\_  
Batch/Session \_\_\_\_\_

Mentee Details		Photograph
Name:		
University Regd. No.:		
College Roll No.:	Class/BATCH:	
Year of Admission:	D.O.B.:	
Contact Number:		
Email:		
Gender (tick) : Male _____ Female _____		
Permanent Home Address:		
Father's Name	Mother's Name	
Occupation:	Occupation	
Contact No.	Contact No.	
Father's Signature	Mother's Signature	
PHOTOGRAPH FATHER	PHOTOGRAPH MOTHER	PHOTOGRAPH of The LOCAL GUARDIAN (Authenticated by the Father/Mother)

## Akila Group of Institutes (Mentee Record Proforma)

Local Guardian Details		
Name	Relation	Photographs
Signature of Guardian	Father's Signature attesting the Local Guardian	

Academic Record				
Before Admission				
Subjects with % score	Education Level/ last exam passed	Performance in Entrance exam (if any)	Exam	Percentage/grade

After Admission ACADEMIC PERFORMANCE			
1 <sup>st</sup> Semester	2 <sup>nd</sup> Semester	3 <sup>rd</sup> semester	4 <sup>th</sup> Semester
5 <sup>th</sup> Semester	6 <sup>th</sup> Semester	7 <sup>th</sup> Semester	8 <sup>th</sup> Semester

Membership of CLUBS

1

2

3

NSS

NCC

## Akila Group of Institutes (Mentee Record Proforma)

PARTICIPATION in EXTENDED CURRICULAR ACTIVITIES (Use Additional sheet)

PARTICIPATION in cultural Activities (Date and Details with position, if any)

PARTICIPATION in Sports (Date and Details with position, if any)

PARTICIPATION in extension Activities (Date and Details with position, if any)

Skill Development (Date and Details with certificates gained, if any)

	Participation in Co-curricular and Extra-curricular Activities		
	Session	Name	Any significant achievement
Sports			
Music/Vocal/Dance			
Painting/Rangoli			
NSS			
Participation in Outreach Program			

## Akliya Group of Institutes (Mentee Record Proforma)

Area of Development	Strength/ Interest	Challenges/ Support Needed
Academic/ Cognitive		
Social		
Physical		
Spiritual		
Emotional		
Career Awareness		

Skill Enhancement Activities Undertaken

Record of GROUP MEETINGS

## Akila Group of Institutes (Mentee Record Proforma)

Record of GROUP MEETINGS Contd)

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Record of INDIVIDUAL MEETINGS

Date & Time	Issues Brought up	Counseling provided	HOD	Follow up	Signature of Mentor

