

مولانا آزاد نیشنل اردو یونیورسٹی  
MAULANA AZAD NATIONAL URDU UNIVERSITY  
(A Central University)



Academic Section

MANUU/Acad/F. 120 /2020-21/61

Dt:09.09.2020

**CIRCULAR**

Sub: Institutionalizing the mentoring system in Departments- Reg.

- Ref:1. Mail received from Under Secretary (CU-I), Department of Higher Education, Ministry of Education  
2. Vice Chancellor approval dated 04.09.2020

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In compliance to the above referred mail received from the Ministry of Education, all the Head of the Departments are requested to allot the mentees (Students) based upon the strength to the Mentors (Faculty) right from first semester to passing out and being placed or pursuing further studies .

The Mentors for the Intermediate Semester students are also to be nominated.

A record is to be maintained by the Mentors and reviewed regularly to enable them to furnish the information to the Ministry/UGC whenever called for.

Further the Heads are requested to forward the list of mentors and mentees to the Academic Section for the Intermediate Semesters before 15<sup>th</sup> of September 2020 and for the fresh Semester within 15 days from the date of starting of Classes.

*[Handwritten Signature]*  
29.9.2020  
Registrar

To

- 1.All the Deans of Schools/Heads of the Departments/Principals/In charges of Satellite Campuses/CTE's

Copy to :

- 1 Incharge Placement Officer  
2. Director, CIT for placing on website  
3. office of V.C

4. Concerned file