

DEPARTMENT OF HUMANITIES & SCIENCE ENGINEERING GOVERNMENTNPOLYTECHNIC, DARLIPALI, SUNDARGARH

Letter No.01/H&Sc,

Dated.06.01.2026

Proctorial System/Teacher-student mentor system of Humanities & Science Department

The Following Faculties of Humanities & Science Department are assigned as mentor of 2nd Semester student for Academic year 2025-2026.

Teacher Student Mentor List (2nd Semester)

Sl No.	Regd No.	Branch	Name of the mentor
1	F25177006001- F25177006062	AE&I ENGG.	Rashmi Rekha Behera & Dorina Rose Hery
2	F25177010001- F25177010065	MINING ENGG.	Manas M Kerketta & Abinas Parida
3	F25177031001- F25177031062	MECHACTRONICS ENGG	Prabhanjan Pradhan
4	F25177002001- F25177002063	ELECTRICAL ENGG.	Suraj SJ Hembram & Rakesh R Mahalik

The Work & Responsibility of each mentor

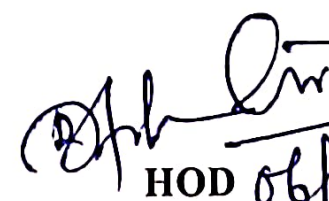
1. Creation of WhatsApp group.
2. Regular Monitoring student's attendance in class.
3. Guide poor students.
4. Arranging extra classes in concerned subjects.
5. Regular interaction with parents.
6. Arranging parent teacher meeting on monthly basis (Either offline/online).
7. Helping students in applying scholarship.
8. Helping students in any personal issue.
9. Documentation of mentoring activities including feedback mechanism.
10. Motivation, career counseling & helping in extracurricular activities & co curricular activities.
11. Maintain a register for this purpose.
12. Arranging/sitting minimum one meeting with mentees.
13. Any others matter.


HOD 06/01/2026

H&Sc. Deptt.
GP, Darlipali, Sundargarh

Memo No. 02/H&Sc. /Dt. 06/01/2026

Copy to person concerned/academic Coordinator for information and necessary action.


HOD 06/01/2026

H&Sc. Deptt.
GP, Darlipali, Sundargarh