



**MALLA REDDY
DENTAL COLLEGE FOR WOMEN**

(SPONSORED BY : CHANDRAMMA EDUCATIONAL SOCIETY)

Affiliation to Kaloji Narayanarao University of Health Sciences, Warangal, Telangana.
Recongised by Dental Council of India, New Delhi

No. MRDCW/ Policy/ APR-2018/ 03

**MRDCW MENTOR-MENTEE PROGRAM (MMP) POLICY
DOCUMENT (APRIL, 2018)**

1. All MRDCW faculty members, regardless of seniority, will participate in the MMP as mentors.
2. Mentors will be assigned group of 10-15 students (mentees) at the beginning of each academic year.
3. Department heads will provide mentors with student academic performance data, and attendance particulars. This allows mentors to tailor their support accordingly.
4. Whenever possible, students will be assigned to the same mentor throughout their program. This continuity fosters deeper relationships and personalized guidance.
5. In case, a mentor leaves MRDCW, the respective mentees will be transferred to their new mentor. This ensures a smooth transition and continued support.
6. Strict confidentiality will be maintained by both the college and mentors. This protects the privacy of both students and faculty members.
7. Mentor-mentee meetings will be conducted periodically after every internal examination.
8. A circular will be sent by the head of the institute to all the faculty members to conduct mentor-mentee meetings after each internal examination.



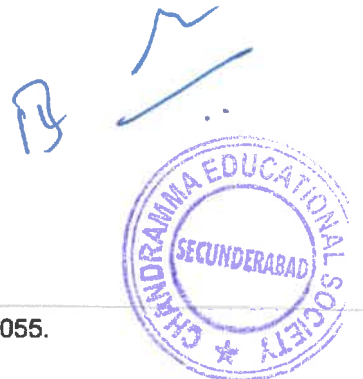
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Mentor Responsibilities:

1. Mentors will be consulted and informed regarding student disciplinary matters related to the code of conduct. This allows mentors to offer guidance and support to students facing challenges.
2. The MMP goes beyond academics. Mentors will create an environment that fosters students' overall well-being. This includes providing support for personal and professional development.
3. Mentors will provide holistic support, empowering students to become self-reliant and confident.
4. The effectiveness of the MMP will be evaluated periodically.
5. Engagement and Documentation: Mentors will track student participation in program activities and maintain detailed logs to ensure consistent follow-up and evaluation.



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