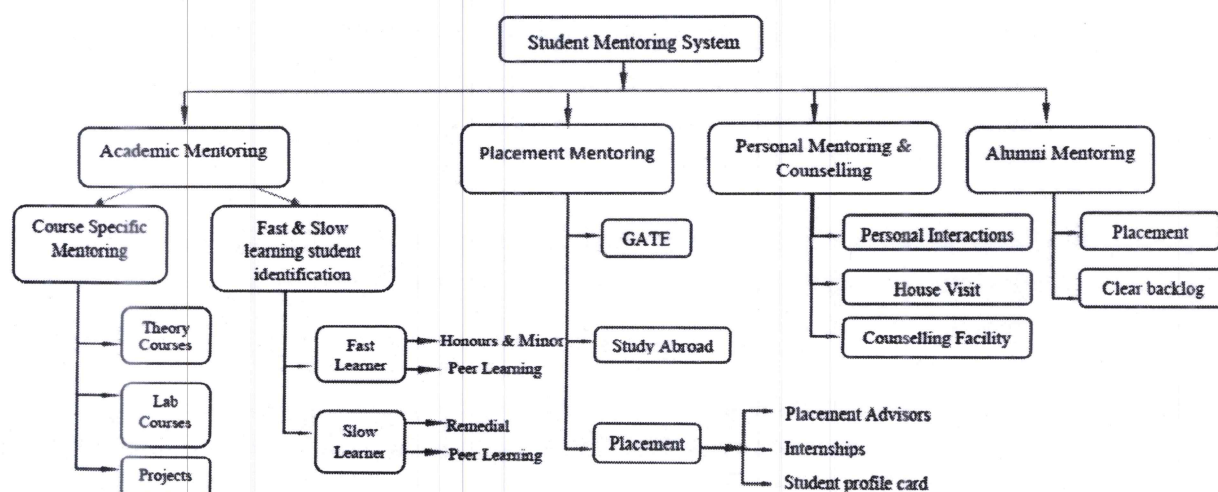


30/07/2026

STUDENT SUPPORT SYSTEM/MENTORING POLICY

Christ College of Engineering (CCE) has an excellent mentoring system to help the students in their endeavours. The well-experienced faculty mentors act as guides and share a relationship close enough to elicit key information professionally to show students the right path in all-round development. The College implements mentoring of students right from the first semester until the completion of the programme for their academic, professional, and personal augmentation.



Flowchart of Mentoring System

Details of Student – Faculty Ratio and Frequency in Academic Mentoring

Number of faculty mentors	3 mentors per class
Number of students per mentor	20 students on an average
Frequency of meeting	Minimum of twice in a month or as frequent for student's requirement

STUDENT MENTORING POLICY

The College has a mentorship programme “Student Mentoring System” in every academic year. Within the Student Mentoring system, we have divided mentoring into 4 broad areas. They are as follows:

- **Academic Mentoring**
- **Placement Mentoring**
- **Personal Mentoring and Counselling**
- **Alumni Mentoring**

- A “**Student Database**” (student personal information, Academic and non-academic achievements, Enrichments etc) is in cooperated in **ET Lab**.

- Mentoring is a continuous process where faculty members serve as Faculty Advisors (FA) to nurture and provide support to the allocated students during their 4-year B.Tech. programme.

- In the first year, two faculty members from Basic Science and Humanities (BS&H) department along with a Senior Faculty Advisor (SFA) from the concerned department have been allocated for this, except for CSE. For the CSE branch, one faculty from BS&H and two faculty members will be there from the core department. Second year onwards for each class, three faculty members from the core department have been allocated for this till the end of the B.Tech. programme.

- Personal interaction is carried out by the faculty advisors with their mentees. The faculty advisors also visit their mentee’s homes **at least once in a year** and interact with their parents.

- Faculty Advisors take care of all the matters related to academic performance and the personal grievances of every student. They collect all the details, including the academic and personal information. This enables the advisor to understand the family, social, economic and academic background, along with the skills, and career advancement of each student. A student record is maintained and a summary of all the activities are recorded in ET Lab.

- Faculty advisors guide students through various academic programs, which help them to identify their strengths and weaknesses and assist them in creating a plan of action to achieve their career goals. Mentoring system in our college aims to mould the students to become a socially committed human being.

- Support students in choosing Minor and Honours that meet their needs and interests for their higher semesters.

- Accompany students during Industrial visit/Tour.

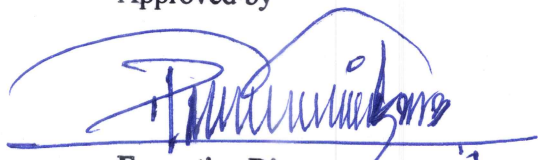
- Appreciate the students and parents for their achievements / honours / social commitments.

- Essential counselling is provided to those students with low/irregular attendance, poor academic performance, and other reported pitfalls. Further, the academic performance and attendance of slow learners are monitored continuously.
- Provide guidance to students for finding suitable options in job/entrepreneurship/higher studies, etc.
- Act as virtual on-campus guardians of students under their Advisership and visit needy student's houses, especially during unnatural situations such as flood havoc, death of parents, grave injuries, etc.
- **'CCE Luminaries - Mentorship Program for Excellence'**- The objective of this program is to cultivate exceptional individuals at CCE who are capable of achieving excellence in academia and industry.
- Documentation: Every mentor shall maintain mentoring records with follow-up actions.
- Confidentiality: All mentoring information shall be kept strictly confidential.
- Reporting & Review: Monthly mentor reports shall be analysed by the Department Mentoring Coordinator, and a semester-wise consolidated report shall be submitted by the HoD to the Principal/Management.

COUNSELING FACILITY

- Professionally qualified counselor is available on every Wednesday throughout the academic session. It helps the students to gain the confidence to utilize their full academic and personal potential to achieve goals. Counselor empower them with appropriate attitude & aptitude. Separate counseling rooms are provided in the administrative block. Counselor meet each student by recording the student's details in their respective registers and case of any special issues, and follow-up is also recorded. The counseling record is kept confidential.
- Our faculty should attend certified counselling course (online or offline) in all academic years.

Approved by



Executive Director

Fr. John Paliakkara

