

**MAR ATHANASIOS COLLEGE FOR ADVANCED STUDIES TIRUVALLA
(MACFAST)**



MACFASTTM
Igniting wisdom since 2001

**STUDENTS COUNSELING AND MENTORING
2016-17 to 2020-21**

MAR ATHANASIOS COLLEGE FOR ADVANCED STUDIES TIRUVALLA (MACFAST)

Tiruvalla, Pathanamthitta, Kerala 689 101



12th June 2016

To,
Dr. Mariamma Cherian
Devasoba
Nattakom -KTM - 686013

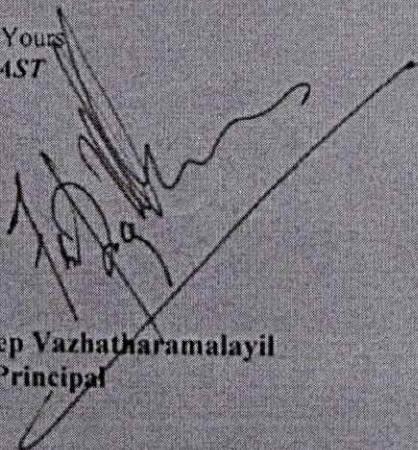
Dear Dr. Mariamma Cherian,

I am happy to offer you a position of **College Counselor**. You will be required to comply with the Rules of the College and the "Code of Conduct".

The appointment is made relying upon the information furnished and representation made by you from time to time. If any information or representation is found to be incorrect or if any material information is detected by us to have been suppressed by you or any action on your part is found to be in contravention to the terms and conditions of employment or the College's Code of Conduct, the College will have the right to terminate your services at any time without notice.

In case you decide to leave the College's services, you will be required to give to the College one month's notice, which period or part thereof the College may waive at its sole discretion. You will not be entitled to avail privilege leave while serving the notice period. Your services will be liable to be terminated by the College without assigning any reason, on one month's notice or on payment of thirty days base salary in lieu of the notice period.

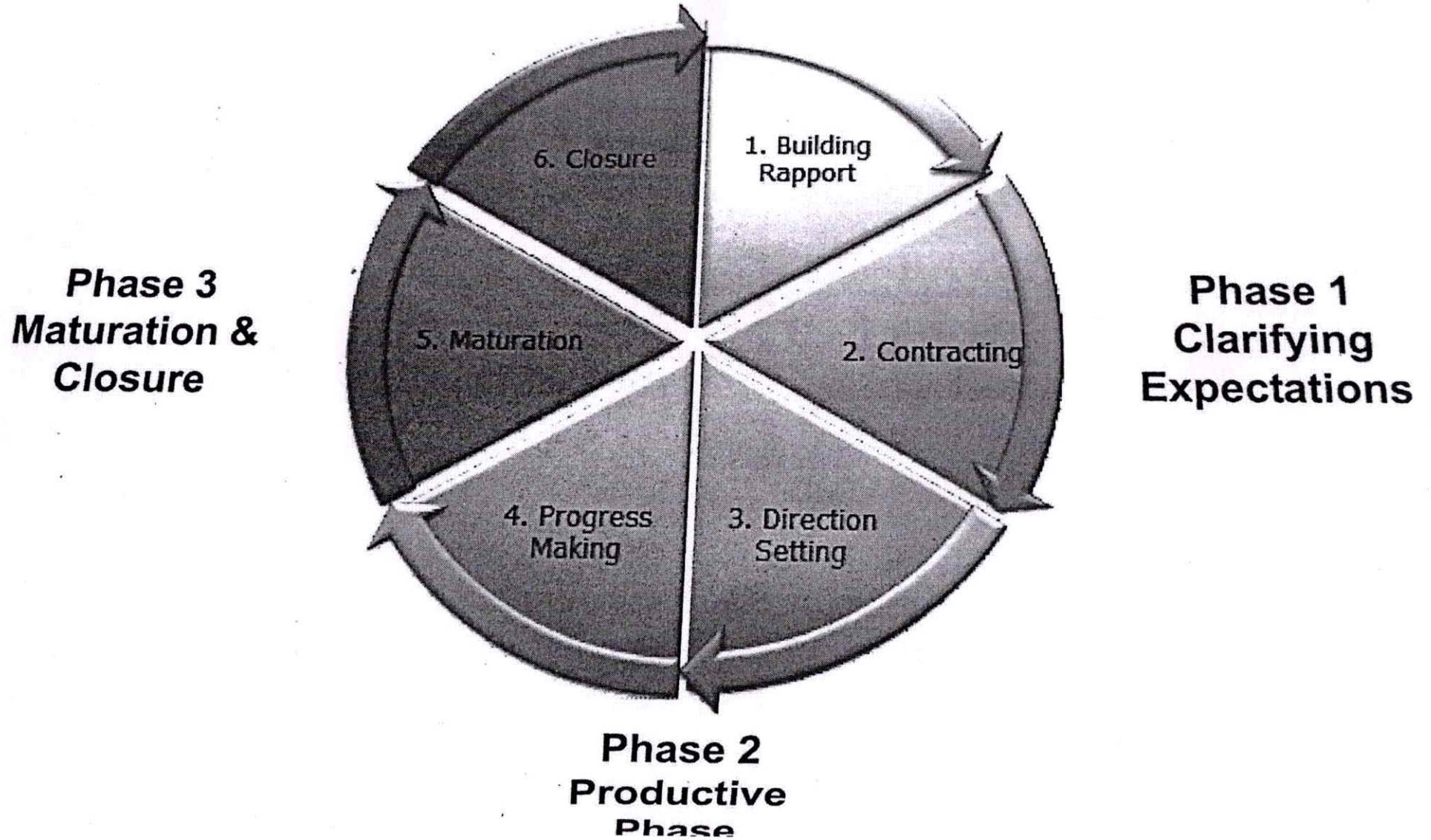
Very Truly Yours
For MACFAST



Fr. Pradeep Vazhatharamalayil
Principal



MENTORING CYCLE



What is Mentoring?

- Mentoring is a positive developmental partnership, which is driven primarily by the mentee. It offers a **reflective space** where the mentee can take responsibility for and discuss their development.
- Its primary aim is to **build capability and self-reliance** in the Mentee.
- Mentors can help **highlight issues** and to assist the Mentee in **planning** ways through them.
- They can help **clarify the Mentee's perspective** while bringing an additional **impartial view** to bear on the issues.
- **Confidentiality, trust, understanding and positive expectation** are key to a successful partnership.

STAGE- 1

- Arrange an ICE BREAKING session by any simple activity.
- Introducing ourselves in an informal way, speaking from our experience.
- Collect the complete personal details of the mentees.
- Make discussions on a mutually agreed specific topics by giving a chance for everyone to speak.
- BRAIN STORMING-Through discussion bring out the problems they are having.
- Share our own experience while addressing the students.
- Mentees are encouraged to open up and discuss their difficulties and problems.
- Try to identify and address issues of Introvert and Slient students.

■■ MENTORING DIARY ■■

STAGE -2

- On continued interaction with the students the FACILITATOR can identify the Attitude of the students. Corrective steps are to be taken to make their attitude positive.
- Try to build up self-confidence and self-respect among students.
- Try to build moral values in their lives.
- Inculcate social commitment among them.
- Provide social awareness among them.
- Build them to judiciously discuss the merits and demerits of visual media, mobile phone ect.

Do's and Don'ts of Mentoring

Do's

- Mentor need to be a good friend of the Mentee, should be able to be with them to understand their problems completely.
- Get all relevant and complete information about each mentee.
- Motivate students with talents by helping them identify and nurture their talents.
- In addition to the formal meetings try to arrange informal meetings and personal talks with needy students, for which pre plan time and venue.
- Give equal opportunities for all and be impartial.

Don'ts

- Don't discuss other teachers or their styles in the mentoring sessions.
- Don't compare students.
- Don't press your personal opinions on students.

MAR ATHANASIOS COLLEGE FOR ADVANCED STUDENTS TIRUVALLA

PERSONAL DATA SHEET

MBA 2019-21 BATCH (B1)



1. Student's Name	ACHSAH SAJI	
2. Graduation Course	B.COM [Computer Application]	DOB 18/09/1997
3. Father's Name	SAJI - JOHN	Occupation BUSINESS
4. Mother's Name	REENA - SAJI	Occupation HOUSE WIFE
5. Permanent Address	UCHARUKUNNIL (H) EAST OTHERA P.O. PIN No: 689546	Fathers Mobile No. 96899509571 Mother's Mobile No 96879452497 Student's Mobile No 9207379139
6. Communication Address	UCHARUKUNNIL (H) EAST OTHERA P.O. PIN No: 689546	Religion CHRISTIAN Caste PENTECOST Blood Group A ⁺ ve
7. Student's Email id	achsahsaji1997@gmail.com	Hostel <input checked="" type="checkbox"/>
8. Name of Mentor		Day scholar <input type="checkbox"/>
9. My Strength	Punctuality, Hardworking, Prayer.	
10. My Life Goal	To become a successful women To have a good personality.	

TURN OVER

MAR ATHANASIOS COLLEGE FOR ADVANCED STUDENTS TIRUVALLA
PERSONAL DATA SHEET
MBA 2019-21 BATCH (B1)



1. Student's Name	JOHNS. Pulimoottil Thomas	DOB	05-02-1997
2. Graduation Course	BBA Finance	Occupation	Printing Tech
3. Father's Name	Thomas P. Johns	Occupation	Nurse
4. Mothers Name	Siji. Thomas	Fathers Mobile No.	00966502055539
5. Permanent Address	Pulimoottil Mangalathil, Konthirickal, Thalavady, Edathua, Thiruvalla	Mother's Mobile No	00966530108305
		Student's Mobile No	8792779177
6. Communication Address		Religion	Christian
		Caste	Orthodox
		Blood Group	B+ve
7. Student's Email id	johnstomas390@gmail.com	Hostel	
8. Name of Mentor	Neethu Mam	Day scholar	
9. My Strength	Communication, Take up Responsibility, Punctual, Flexible to atmosphere		
10. My Life Goal	To be in a great position in a reputeded Company where I can control things happening around me To be a nurse		

TURN OVER

MAR ATHANASIOS COLLEGE FOR ADVANCED STUDENTS TIRUVALLA

PERSONAL DATA SHEET

MBA 2016-18 BATCH



1. Student's Name	Joemny Jose		
2. Graduation Course	B.Tech, EEE	DOB	6-12-1993
3. Father's Name	Jose Simon	Occupation	Aluminium Fabricator
4. Mothers Name	Mini Jose	Occupation	
5. Permanent Address	Puliyankkeezhil House Kaviyoor P.O, Thiruvalla Pathanamthitthi	Fathers Mobile No.	984658492
		Mother's Mobile No	9744905175
		Student's Mobile No	8113832545
6. Communication Address	Puliyankkeezhil House Kaviyoor P.O, Thiruvalla Pathanamthitthi	Religion	Christian
		Caste	Malankara Catholic
		Blood Group	A +ve
7. Student's Email id	joemnyjose1993@gmail.com	Hostel	
8. Name of Mentor	Dr. K.M. George	Day scholar	<input checked="" type="checkbox"/>
9. My Strength	Optimistic Hardworking Kind		
10. My Life Goal	To secure a good job.		

MAR ATHANASIOS COLLEGE FOR ADVANCED STUDENTS TIRUVALLA
PERSONAL DATA SHEET
 MBA 2016-18 BATCH



1. Student's Name	ROSHIN MATHEW	DOB	10-12-1993
2. Graduation Course	BTECH INFORMATION TECHNOLOGY	Occupation	SERVICE
3. Father's Name	N.C MATHEW	Occupation	HOUSE WIFE
4. Mothers Name	ELIZABETH MATHEW	Fathers Mobile No.	9435319274
5. Permanent Address	ROSHIN VILLA NEDUGATTUMALAYIL (H) PARUMALA P.O MANNAR	Mother's Mobile No	9747482065
6. Communication Address	ROSHIN VILLA NEDUGATTUMALAYIL (H) PARUMALA P.O MANNAR	Student's Mobile No	9847529154
7. Student's Email id	matthewroshin102@gmail.com	Religion	CHRISTIAN
8. Name of Mentor	TINTU JOSEPH	Caste	ORTHODOX
9. My Strength	Hard working positive Attitude	Blood Group	O+
10. My Life Goal	To become an potential Manager in Operations.	Hostel	
		Day scholar	<input checked="" type="checkbox"/>