

**OFFICE OF THE PRINCIPAL, GOVT. COLLEGE, BARWALA
PANCHKULA**

Mentor-Mentee Notice

Memo no.: 70/24

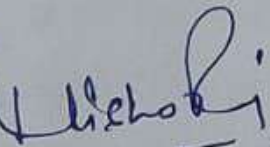
Dated: 09/08/2024

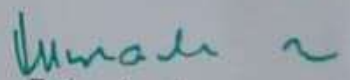
There will be a meeting of mentor-mentee on Saturday, 10.08.2024, (10:30 AM-11:00 AM) regarding following issues:

1. Awareness about 'How to apply for Voter Card'; filling up of form no.6.
2. Active portal of Scholarships and necessary documents.
3. Awareness about subscription of E-news in college library.
4. Collection of student ID cards from library.
5. Proper use of dustbins in college campus and in canteen.
6. Regular attendance for internal assessment as well as for scholarships.
7. Regular visit of college website and YouTube channel for quick updates.
8. Switching off lights and fans before leaving the classrooms.
9. Implementation of Absentee fines.

Moreover, all faculty members are directed to create mentor-mentee whatsapp groups today positively. It is mandatory to attend to your mentees in these meetings. The second period tomorrow will shrink to 30 minutes' duration; however, all other periods will go as usual. Kindly note that no casual leave of any mentor will be entertained for tomorrow.

Further, submit the attached proforma Annexure-A and students' attendance to Ms. Jasvinder Kaur, LLI immediately after meeting gets over.


09/08/24
Incharge, Mentor-mentee


Principal
Govt. Collage
Barwala (Panchkula)