



**MAULANA ABUL KALAM AZAD UNIVERSITY OF TECHNOLOGY, WEST BENGAL**  
(Formerly WEST BENGAL UNIVERSITY OF TECHNOLOGY)

**Main Campus: NH 12, Haringhata, Post Office - Simhat, Police Station – Haringhata, Pin - 741249**

**City Campus: BF-142, Sector -I, Salt Lake, Kolkata -700 064**

No. 1.17.5/Regis./Ntc.SPOC(ES)/2019

Dated: 17.5.2019

**NOTICE**

SPOC of different institutions/colleges are requested to furnish a report to the undersigned within the end of May'2019 on the following below mentioned points:

1. List of students attached to a faculty (Mentor)
2. Students attendance
3. Any unusual behaviour of the student (due to ragging, drug addiction or for any other matter like family problems etc.)
4. Involvement in extra- curricular activity.
5. Participation in outreach program.
6. Effort for career development (participation in any professional program and skill development)
7. Communication pattern (both verbal & body language)
8. Health issue, both physical & mental.
9. Any other facet felt by the mentor to be of worth mentioning
10. Comments of mentor.

The report is mandatory for the ensuing even semester examination.

  
Partha Pratim Lahiri,  
Registrar, MAKAUT, WB. 175  
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