



BVV Sangha, Bagalkot  
**AMRUTA INSTITUTE OF ENGINEERING & MANAGEMENT SCIENCES**

Approved by AICTE, New Delhi  
Recognized by Government of Karnataka & Affiliated to VTU, Belagavi

**AIEMS**  
BENGALURU

## Students mentoring System

It is designed to monitor and guide the progress of the students on all fronts especially in academic and to assist them in right direction in case they need, one to one basis under the guidance of the Management and Principal.

The proctor monitors the student's performance and behaviour, offering guidance and enforcing discipline when needed.

Student and Proctor meetings are regularly held, preferably after every CIE to assess the students' academic progress with regard to performance, registration for credits and attendance.

The same is reported to the parents/ guardian at regular intervals.

The proctor to student ratio is dependent on the class strength and staff strength.

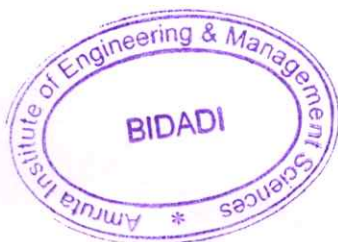
Proctor Diary is maintained to record the details of their meetings with students and parents.

### Roles and Responsibilities of the Proctor

- To monitor their academic performance.
- To monitor students behaviour attendance and punctuality.
- To keep parents/ guardian informed about the students' progress.
- To counsel students on topics like credit system, electives, research opportunities.

### Student responsibilities

- To meet the proctor on a regular basis.
- To discuss issues related to academics or any grievances they might have.
- To regularly update the contact information of their parents/guardians.



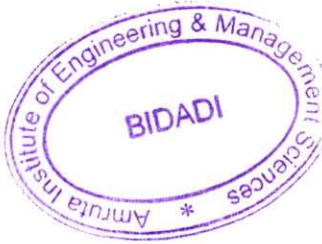
  
PRINCIPAL

Amruta Institute of Engineering & Management Sciences  
Bidadi Industrial Area Near Toyota Kirloskar Motors  
Bidadi, Bangalore-562 109

Mentors have created the group through digital platform and are in constant touch with the assigned students. Meeting after every Continuous Internal Evaluation is conducted to monitor the students' progress and to listen to their grievances.

Parents Teachers meeting is held as per the planned calendar of events once in a semester. Proctors assigned in first semester to continue till the completion of the course, unless it is inevitable to change the proctor.

Grievances are consolidated and resolved at the department level and it is brought to the notice of the management through Principal, when needed.



A handwritten signature in green ink, appearing to be "J. K. J.", positioned above the printed name of the Principal.

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# AIeMS

Innovation Integrity Excellence

B. V. V. Sangha's

## Amruta Institute of Engineering & Management Sciences,

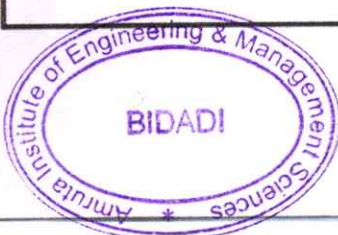
Bidadi Industrial Area, Bidadi, **BENGALURU - 562 109**

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### PROCTOR DIARY

<b>Student</b>					<b>Student Passport Size Photo</b>
<b>USN</b>					
<b>Programme</b>	<b>Bachelor of Engineering (B.E.)</b>				
<b>Department</b>					
<b>SEM</b>	<b>I</b>	<b>II</b>	<b>III</b>	<b>IV</b>	
<b>Proctor Name</b>					
<b>Designation</b>					
<b>Department</b>					
<b>SEM</b>	<b>V</b>	<b>VI</b>	<b>VII</b>	<b>VIII</b>	
<b>Proctor Name</b>					
<b>Designation</b>					
<b>Department</b>					

**PROCTOR - The student advisor**

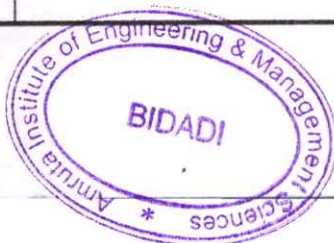


  
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**Student Information** to be filed by the Student (in Capital letters only)

1	Full Name						
2	USN						
3	Date of Birth		4	Blood Group			
5	Phone Number		Mobile				
6	e-mail						
7	Father's Name						
	Occupation						
	Address for Communication						
	Contact Number		e-mail				
8	Mother's Name						
	Occupation						
	Address						
	Contact Number		e-mail				
9	Local Guardian Name						
	Occupation						
	Address						
	Contact Number		e-mail				
	Signature						
Please inform the PROCTOR of any change (S) in the address of telephone number mentioned in 7,8 & 9							
10	AccommodationDay	Scholar		Hostel		Paying Guest	



  
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 Bidadi Industrial Area, Near Town

11 Previous Record

Details of qualifying examination				
	Qualifying Examination	Year of Pass	Board / University	% of Marks Obtained
11.A	Class 10			
	Class 10+2			
Entrance Test				
	Entrance Test	Rank No.	Year of Pass	
	CET			
	Comed-K			
	Management			
Scholarship / Awards received (if any)				
11.B				
Co-Curricular Achievements (State / University Level) :				
11.C				
Extra Curricular Achievements (State / University Level) :				
11.D				
Health Record - History of chronic ailment or allergy (if any)				
11.E				
Identification mark or any other information :				
12				
<b>Note : Copies of supporting document (s) to be submitted to the Proctor</b>				



Academic Record of Session :

SEMESTER : I

Course Title	Course Code	Name of the faculty	1 <sup>st</sup> IA Marks	2 <sup>nd</sup> IA Marks	3 <sup>rd</sup> IA Marks	Average Marks	Final Attendance	Final External Marks (VTU)

-3-

Final VTU Result : ..... Class : .....

Remarks of Proctor :



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Academic Record of Session :

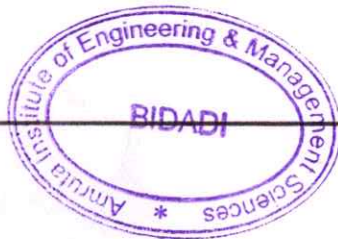
SEMESTER : II

Course Title	Course Code	Name of the faculty	1 <sup>st</sup> IA Marks	2 <sup>nd</sup> IA Marks	3 <sup>rd</sup> IA Marks	Average Marks	Final Attendance	Final External Marks (VTU)

- 4 -

Final VTU Result : ..... Class : .....

Remarks of Proctor :



  
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Academic Record of Session :


SEMESTER : III


Course Title	Course Code	Name of the faculty	1 <sup>st</sup> IA Marks	2 <sup>nd</sup> IA Marks	3 <sup>rd</sup> IA Marks	Average Marks	Final Attendance	Final External Marks (VTU)

- 5 -

Final VTU Result : ..... Class : .....

Remarks of Proctor :



  
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Academic Record of Session :

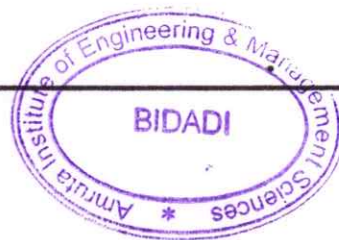
SEMESTER : IV

Course Title	Course Code	Name of the faculty	1 <sup>st</sup> IA Marks	2 <sup>nd</sup> IA Marks	3 <sup>rd</sup> IA Marks	Average Marks	Final Attendance	Final External Marks (VTU)

- 9 -

Final VTU Result : ..... Class : .....

Remarks of Proctor :



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Academic Record of Session :

SEMESTER : V

Course Title	Course Code	Name of the faculty	1 <sup>st</sup> IA Marks	2 <sup>nd</sup> IA Marks	3 <sup>rd</sup> IA Marks	Average Marks	Final Attendance	Final External Marks (VTU)

-7-

Final VTU Result : ..... Class : .....

Remarks of Proctor :



  
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Academic Record of Session :

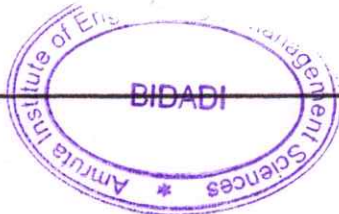
SEMESTER : VI

Course Title	Course Code	Name of the faculty	1 <sup>st</sup> IA Marks	2 <sup>nd</sup> IA Marks	3 <sup>rd</sup> IA Marks	Average Marks	Final Attendance	Final External Marks (VTU)

- 8 -

Final VTU Result : ..... Class : .....

Remarks of Proctor :



  
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Academic Record of Session :

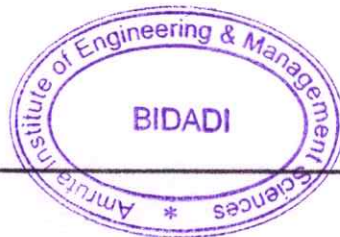
SEMESTER : VII

Course Title	Course Code	Name of the faculty	1 <sup>st</sup> IA Marks	2 <sup>nd</sup> IA Marks	3 <sup>rd</sup> IA Marks	Average Marks	Final Attendance	Final External Marks (VTU)

- 6 -

Final VTU Result : ..... Class : .....

Remarks of Proctor :



  
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Academic Record of Session :

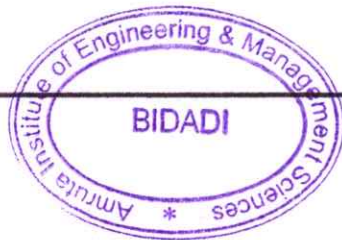
SEMESTER : VIII

Course Title	Course Code	Name of the faculty	1 <sup>st</sup> IA Marks	2 <sup>nd</sup> IA Marks	3 <sup>rd</sup> IA Marks	Average Marks	Final Attendance	Final External Marks (VTU)

- 10 -

Final VTU Result : ..... Class : .....

Remarks of Proctor :



  
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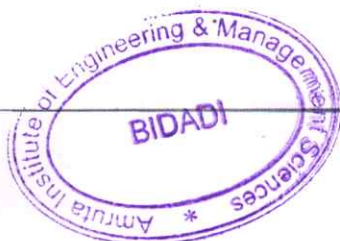
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## DETAILS OF INTERNSHIP / INDUSTRIAL TRAINING

SI No.	Name of the Organization / Company	Date (s)

## DETAILS OF COMPETITIVE EXAMINATION (Like, GATE, CAT, GRE etc.)

SI No.	Details of Examination	Result obtained

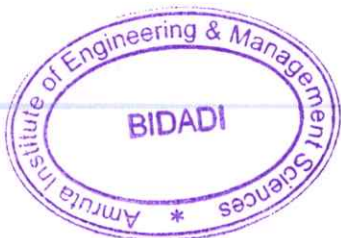


## SCHOLARSHIPS RECEIVED

SI No.	Name of the Scholarship	Month / Year	Grant

## DETAILS OF SOFT SKILL TRAINING AND PLACEMENT

SI No.	Details of Organization / Company	Date (s)



  
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## PARTICIPATION IN COLLEGE ACTIVITIES

SI No.	Type of Responsibility	Remarks	Date
<b>CO-CURRICULAR ACHIEVEMENTS</b>			
<b>EXTRA CURRICULAR ACHIEVEMENTS</b>			
<b>DETAILS OF PROJECTS CARRIED OUT</b>			

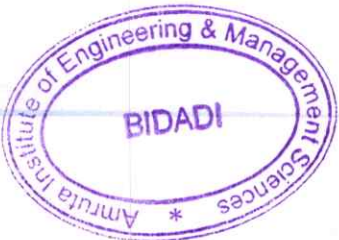


  
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**STUDENT LEAVE RECORD**

SI No.	Date	Reason for Leave	DURATION			SIGNATURE	
			From	To	Days	Student	Proctor

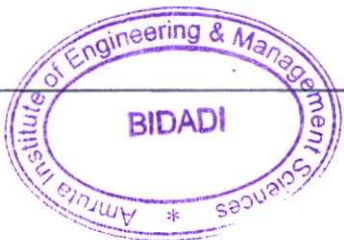


  
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## STUDENT DEPUTATION RECORD

Sl No.	Date	Reason for Leave	DURATION			SIGNATURE	
			From	To	Days	Student	Proctor

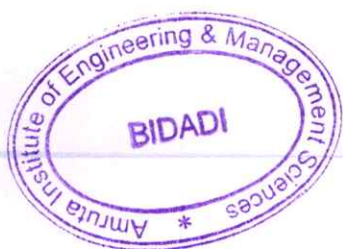
**Note :** Principal is the sole authority to sanction Deputation



  
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# PROCTOR MEETING WITH THE STUDENT

Sl No.	DATE	PURPOSE	OUT COME	SIGNATURE	
				STUDENT	PROCTOR



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**PROCTOR MEETING WITH THE STUDENT**

SI No.	DATE	PURPOSE	OUT COME	SIGNATURE	
				STUDENT	PROCTOR



**Principal**  
Amruta Institute of Engineering & Management Sciences  
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## PROCTOR MEETING WITH THE STUDENT

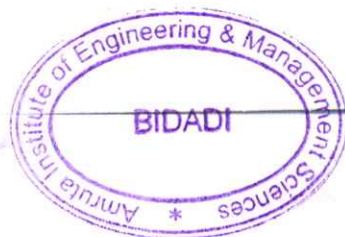
SI No.	DATE	PURPOSE	OUT COME	SIGNATURE	
				STUDENT	PROCTOR



  
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## PROCTOR MEETING WITH THE PARENT

SI No.	DATE	PURPOSE	OUT COME	SIGNATURE	
				STUDENT	PROCTOR



  
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**PROCTOR MEETING WITH THE PARENT**

SI No.	DATE	PURPOSE	OUT COME	SIGNATURE	
				STUDENT	PROCTOR



  
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## About B.V.V.S (Basaveshwar Veerashaiva Vidya Vardhak Sangha)

B.V.V.S, an organization established 100 years ago by Sri Bilur Gurubasav Mahaswamiji, with the noble objective of imparting education. With this noble objective, B.V.V.S has established more than 100 institutions encompassing the entire spectrum of education. Dedicated institutions have been established exclusively for, Technical Education (Engineering, Degree, Diploma, Vocational training, etc), Management education, Medical, Para-Medical, Pharmacy, General Education (Schools and Colleges) etc, Institutions for Social / Rural Development.

B.V.V. Sangha's AIeMS has been set up with a vision to create a hub of educational excellence towards nurturing technical human resources for resurgent India in different fields like CSE, ECE, ME, Civil Engineering & MBA imbued with values culture, heritage and social concern. At AIeMS, Technology plays a vital role in teaching, training and personality development which enable the graduates to place in good companies and industries.

## Amruta Institute of Engineering & Management Science [AIeMS]

### VISION

To create an engineering Institution of global standards, which will nurture world class students, imbued in human values who will be trend-setters.

### MISSION

- To redefine the engineering education to fulfill tomorrow's needs.
- To create a world-class engineering and management institute that sets a benchmark for education.
- To attract best faculty interested in education & research.
- To facilitate manifestation of inner strengths of students and create responsive, global citizens.

### COURSES OFFERED :

#### **UG (B.E )**

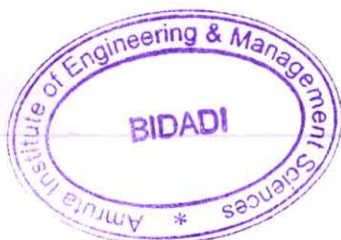
- Mechanical Engineering
- Civil Engineering
- Computer Science & Engineering
- Financial Management
- Electronics and Communication Engineering

#### **PG (MBA)**

- Marketing Management
- Human Resource Management

#### **POLYTECHNIC**

- Mechanical Engineering
- Civil Engineering



  
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