

# Guidelines for Mentors

Dear Mentor,

Thank you for your commitment to the Student Mentoring Program. Your role as a mentor is vital in guiding and supporting our students. Below are some important guidelines to ensure a successful mentoring relationship:

## 1. Communication

- Establish clear communication channels (email, phone, etc.).
- Schedule regular check-ins to discuss progress and challenges.

## 2. Setting Goals

- Help your mentee identify their academic and personal goals.
- Set achievable short-term and long-term objectives together.

## 3. Support and Encouragement

- Provide constructive feedback and encouragement.
- Celebrate the mentee's achievements and progress.

## 4. Professional Development

- Share resources and opportunities for growth related to their field of interest.
- Assist in networking and building professional connections.

## 5. Confidentiality

- Respect the privacy of your mentee and maintain confidentiality regarding shared information.

Thank you once again for your dedication to mentoring. Your influence can make a significant impact on our students' lives.

Sincerely,

The Mentoring Program Coordinator