Project HELP!
Mentor Flow sheet
From application, mentoring period and after that

Spring and Summer Term 2019

From Application to the Orientation / Mentor training course

Mentor application【deadline：Noon of April 11 Thu)】

・Consent to the precondition | ・Submission of the application form

Result of the screening【informed by April 18 (Thu) via e-mail】

Things to do when you've selected as a mentor candidate【deadline: Noon of April 19 (Fri)】

・Log in to the MEnTOR system, check and edit your profile | ・Reconfirmation of the attendance for the orientation/ mentor training course

Orientation / Mentor training course【April 27(Sat) 9:00-17:30 at Suita Campus】

・Attendance is obligation | ・Lending of the textbook | ・Meeting with mentee | ・Scheduling of the mentoring

Under the mentoring period【3 months from April 28(Sun) to July 27(Sat)】and afterward

Under the mentoring period

・Fill in the mentor's comment in every carte

Mid of the mentoring period

1)Submission of "Mid-term report"	2)Discuss with your mentee about "Prospect sheet for the mentoring period"

Things to do when completing your 8 mentoring【deadline: July 30 (Tue)】

1)Evaluation on your mentee	2)Survey	3)Return of the textbook

Award of mentor certification【By the middle of September】

・The review and approval are to be made by the professors after the mentoring period