Project HELP! Mentor Flow sheet

From application, mentoring period and after that

Autumn and Winter Term 2023

From Application to the Orientation / Mentor training course

Mentor application (deadline: October 9(Mon)) •Consent to the precondition •Submission of the application form

Result of the screening (informed by October 13 (Fri) via e-mail)

Things to do when you've selected as a mentor candidate 【deadline: October 17(Tue)】

•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 (October 21(Sat))

OrientationMentor training

Meeting with mentee

Scheduling of the mentoring

Under the mentoring period (October 22 (Sun) to January 27(Sat), 2024) 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"



Finish all 8 sessions (deadline: January 27 (Sat))



1)Evaluation on your mentee

2)Survey

3)Return of the textbook



Award of mentor certification [By the middle of March]

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