



SHRIRAM PRATISHTHAN

APURVA POLYTECHNIC

ISO-9001-2008 CERTIFIED

Vidyavihar Sankul, Rawalgaon Road, Selu 431503
Tq. Selu, Dist. Parbhani (MH)

MSBTE Code: 1161
DTE Code: D-2197

President
Dr. Sanjay Rodge
(M.B.B.S, D.G.O, F.I.C, M.C.H)

Principal
Prof. Ashok Bodkhe
(B.Tech CSE)

Secretary
Dr. Sow. S.S. Rodge
(B.A.M.S.)

Outword-APS/ 2025-26/94C

Date :- 10/07/2025



Office Order

Subject: Appointment of Student Counsellor as per AICTE Norms

In compliance with the **AICTE norms and guidelines** for ensuring student welfare, mental well-being, academic support and holistic development of students, it is hereby informed that the following faculty member is appointed as **Student Counsellor** of the institute for the **Academic Year 2025-26**.

Details of Appointment

Sr. No.	Name	Designation	Responsibility
1	DR.NARENDRA KESHARKHANE	DOCTOR	Student Counsellor

Roles & Responsibilities of Student Counsellor

1. To provide **academic, personal and emotional counselling** to students.
2. To identify students facing **stress, anxiety, academic difficulties or personal issues** and guide them appropriately.
3. To counsel students on **career planning, goal setting and motivation**.
4. To coordinate with **class teachers, parents and institute authorities** whenever required.
5. To maintain **confidentiality** of counselling sessions.
6. To conduct **awareness programs/workshops** on mental health, stress management and life skills.
7. To assist institute committees related to **student welfare, discipline and anti-ragging**, if required.

General Instructions

- The Student Counsellor shall function under the guidance of the **Principal / Head of Institution**.
- A **confidential record** of counselling activities shall be maintained.
- This appointment shall be valid for the **Academic Year 2025-26** or until further orders.

This order comes into force with immediate effect.

Principal
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