



Agra Public Group of Institutions

NH-2, Heeralal ki Pyau, Akbara Road, Artoni, Agra - 282007 (U.P.)

Ref. No.APGI/APCTM-APPC/C.S.C./2018-19/1974A

Date14.08.2018.....


To Whom so It May Concern

It is to certify that Mr. Rajesh Gautam, Associate Professor, Deptt. of Pharmaceutical Chemistry is appointed as a Chief Student Counselor at our Institute.

Counselor Rules & Responsibilities

The primary responsibility of a counselor is to counsel students to fully develop each student's academic career and personal and social abilities Additionally the counselor shall :-

- (1) Participate in planning, implementing and evaluating a comprehensive, developmental guidance program to serve all the needs of students and to address the special needs of students for rectification & fulfillment of needs.
- (2) Consult with a student's parent or guardians and make referrals as appropriate in consultation with guardian.
- (3) Consult with Institute's staff, parents and other community members to help them increase the effectiveness of student educations and promote student success.
- (4) Coordinate with the people and resources in the Institute, home and community for better understanding of problem and its resolved.
- (5) Deliver classroom guidance activities or serve as a consultant to teachers conducting lesson based on the curriculum.


Director
AGRA PUBLIC GROUP OF INSTITUTIONS
H.O.-10, OLD VIJAY NAGAR COLONY, AGRA

• B. Tech • B. Pharm • M. Pharm • M.B.A. • B.Ed.

Head Office : 10, Old Vijay Nagar Colony, Agra (U.P.)

Phone : 9335015442, 9411259971 Fax No. (0562) 2855668

E-mail : agrapublic@gmail.com Website : www.agrapublic.com

APPD. BY AICTE / P.C.I. & AFF. TO U.P.T.U. LUCKNOW