



# MKPM RV Institute of Legal Studies®

(Affiliated to KSLU, Hubballi & Approved by BCI, New Delhi)

## MENTORSHIP – PROCTOR PROGRAMME

### B.Com.LL.B 5 Year Integrated Degree Course

The Proctor System in MKPM RV Institute of Legal Studies is implemented for students during the first three years of their course, with the objective of ensuring a smooth academic transition, discipline, and holistic development during the formative phase of legal education.

During these crucial initial years, each group of students is assigned to a faculty member who serves as their Proctor. The proctor regularly monitors attendance, academic performance, classroom participation, and involvement in co-curricular and extracurricular activities such as moot courts, legal aid programmes, seminars, and internships. Periodic meetings are conducted to provide academic guidance, clarify doubts, and address any personal or institutional concerns. The first three years are foundational in shaping students' understanding of core legal subjects, professional ethics, and institutional culture. The Proctor System helps students adapt to the rigorous demands of legal studies, maintain discipline, and develop responsible conduct expected of future legal professionals. It also enables early identification of academic challenges, behavioral issues, or adjustment difficulties, ensuring timely support and corrective measures.

Where necessary, the proctor may communicate with parents or guardians to ensure coordinated support. By the end of the third year, students are expected to have developed sufficient academic maturity and professional orientation, enabling them to independently navigate the advanced stages of their legal education. Thus, the Proctor System during the first three years plays a vital role in mentoring, monitoring, and nurturing students at a critical stage of their academic journey.

#### OBJECTIVES:


- Close monitoring of the student's progress in terms of his or her attendance, punctuality, learning capabilities, utilization of facilities, and overall academic performance as part of curriculum requirements.
- On the extracurricular front, help identify and correct students' distractions and deviations, attitudinal aberrations and instill positive growth in them.
- Monitoring student activities and building self-confidence and self-reliance. To provide single window contact of information to all parents about their wards during their student life in campus.
- The "Proctorial system" or mentoring system is the strength of the Institute wherein every teacher serves as a mentor/proctor for 25 to 30 students.

### **ROLE OF PROCTOR**

- The academic and personal details of the students are collected by their respective proctors in the very first year of their academics and the proctor will maintain a Proctor record of every student.
- Pertaining to the group of students under their charge: To meet each student individually and counsel him/her at least once, every fortnight/ as required, and submit the report to the coordinator.
- The Proctor continuously counsels his/her proctees with respect to their Academic progress and personality development.
- The Proctor shall keep the updated contact details of his/her proctees.
- The Proctor shall report the irregular cases (students with attendance less than 70%) to the Parents, Chief Proctor, and Coordinator immediately to avoid worsening of the attendance of students through e-mail/written communication and record the same for future reference.
- The proctors also correspond with the Parents/guardians of their respective proctees regarding their academic progress periodically.
- Proctors report all cases of indiscipline to the coordinator, at whose discretion, the matter may be referred to the Chief Proctor.
- To enquire into students 'various problems and to help them to solve the problem either directly or by bringing them to the notice of the Head of the Institution or Parents.
- Every proctor will have a Proctor-Proctee and Proctor-Parent communication channel, through which all administrative and academic-related matters like a calendar of events, exam circulars, parent-teacher meeting circulars, etc. will be shared with parents and students.
- Faculty coordinator prepares consolidated and Action taken reports in consultation with the Principal /Chief Proctor after every meeting.

### **Composition of Mentorship – Proctor Programme for the Academic Year 2025-26**

<b>Name</b>	<b>Designation</b>	<b>Role</b>
Prof. Dr. Anjina Reddy K.R.	Principal	Chief Proctor
Ms. Bhavana C	Assistant Professor	Coordinator
Ms. Kruthika	Assistant Professor	Proctor

  
**PRINCIPAL**  
MKPM RV INSTITUTE OF LEGAL STUDIES  
BENGALURU-560 011.



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## PROCTOR LIST

**CLASS:** 1<sup>st</sup> Year B.B.A.LL.B 5-year Integrated Degree Course

**PROCTOR:** Ms. Kruthika, Assistant Professor of Law

**PROCTEES**

Sl. No.	Reg. No.	Name
1	45925451001	Amish Kiran Reddy
2	45925451002	Aniruddha A Rao
3	45925451003	Bhoomika R G
4	45925451004	Divyshree.V
5	45925451005	E Pavithra
6	45925451006	Farzeena Khanum
7	45925451007	Indushree S
8	45925451008	Kushal B S
9	45925451009	Likhith B Kumar
10	45925451010	Manish U N
11	45925451011	Mary Supriya J
12	45925451012	Mohammed Zain Nazrulla
13	45925451013	Mohit G
14	45925451014	Monish.M
15	45925451015	Moulya.R.Rao
16	45925451016	Namratha V
17	45925451017	Nandini B S
18	45925451018	Naren Jayaram
19	45925451019	Nischita U L
20	45925451020	Poshith. V
21	45925451021	R Laksith Reddy
22	45925451022	Sahana N M
23	45925451023	Sanjana.K
24	45925451024	Shamitha.N

25	45925451025	Shashank.K
26	45925451026	Ulaganathan V
27	45925451027	V.Janani
28	45925451028	Varun Gowda J
29	45925451029	Yakshaya.M
30	45925451030	Yeshas Navle.K

*K.R. Reddy*

PRINCIPAL

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