ALUMNI MENTORING PROGRAMME
MENTEE APPLICATION FORM

[Photo]

Name	
Student ID No	
Contact Number	
Email	
Programme	
Year of Study	
CGPA	

Please describe your targeted goals and area of improvement in career guidance and academic development.

What is your main reason for wanting to be a mentee in the programme?

Do you have any preferable mentor? If yes, please provide his/her name.

Any other information you would like to pass on?

How do you know about Alumni Mentoring Programme?

TERMS & CONDITIONS:

Please check each box acknowledging that you have read and understand the commitment to become a mentor, in order to continue to the application.

- o I understand that Alumni Mentoring Programme follow a one-to-one site-based mentoring model.
- o I understand and meet the applicant's **eligibility criteria**.
- o I have read the Important Rules and Guidelines and understand I must complete the application and mentorship matching process for consideration to be a mentee.
- o UCSI University reserves the right to terminate the service of mentor or the mentorship session without prior notice.

_____   _____
Signature   Date

Please send the Mentee Application Form and one passport size photo to Alumninetwork@ucsiuniversity.edu.my.
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Mentee Eligibility Criteria

a) Current students of UCSI University, or
b) UCSI alumni who have graduated in less than 5 years, or
c) UCSI alumni who need an expert in another field of study.
d) Be able to be presented in Klang Valley area.
e) English and Malay are essential, additional advantage to know Mandarin, Arabic and etc.
f) Able to attend mentorship process, at least once a month.

Important Rules and Guidelines

a) You are expected to be full-time student or alumni of UCSI University.
b) Mentees who regularly appear to overstep the boundary between mentoring and learning may be excluded permanently.
c) Mentors and mentees meet in UCSI University for the first session and may take place at other public area. Private confine areas are not permitted.
d) UCSI University does not hold any responsibility for the discrepancy between the mentor and the mentee.
e) Each mentor is matched with one mentee.
f) Mentees must commit to mentoring one academic year for once a month.
g) The mentoring programme must be related to the career prospect/academic related.
h) Upon completion of the mentorship, the mentor is required to fill up the Mentee's Evaluation Report (Refer to Appendix 2).
i) The mentor/mentee can request to end the programme earlier, by writing to SAA with valid reason such as moving out from the country, withdraw from UCSI University, and etc.
j) UCSI University reserve the rights to make changes to the Programme without prior notification.

Contact Us

Student Affairs & Alumni Division
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Fax   : 603 - 9102 9606
Email   : Alumninetwork@ucsiuniversity.edu.my
Website : http://www.alumni.ucsiuniversity.edu.my

: UCSI University Alumni Network
Address : No.1, Jalan Menara Gading, UCSI Heights, 56000 Cheras, Kuala Lumpur, Malaysia