



NARAYANA COLLEGE OF NURSING

Chinthareddypalem, Nellore - 524003. A.P.

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CAREER AND GUIDANCE COUNSELING POLICY

TITLE	Career And Guidance Counselling Policy		
Policy No.	02	Issue No	03
No. of Pages	5	Date	03.02.2023
Effective From	04.02.2023	Next Revision	02.02.2025

IQAC COORDINATOR
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Dr. B. Anuraj
Principal

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Objectives

- To assist students in identifying and pursuing suitable career paths within and beyond nursing.
- To provide resources and guidance for academic success and skill development.
- To offer emotional support and counseling to address personal or academic challenges.
- To facilitate placement and internship opportunities for final-year students.
- To organize workshops, seminars, and mentorship programs for professional development.

Career and Guidance Counseling Center Structure

The Career and Guidance Counseling Center (CGCC) consists of:

- **Head of Career and Guidance Counseling:** A faculty member or counselor appointed by the college administration to oversee the Center's activities.
- **Career Counselors:** Qualified professionals to offer career-related counseling and guidance.
- **Academic Advisors:** Faculty members who provide academic guidance in specific areas of nursing and health sciences.
- **Student Mentors:** Senior students or alumni who volunteer to provide peer support and mentorship.

Additional guest speakers, industry professionals, and alumni may be invited periodically to provide insights and guidance to students.

D. R. Babu
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Services Offered

- **Career Counseling:** Individual and group sessions focused on exploring career options, setting career goals, and developing career plans.
- **Academic Guidance:** Assistance with course selection, time management, study techniques, and strategies for academic success.
- **Internship and Placement Support:** Guidance on internships, placements, resume building, and interview preparation.
- **Personal Counseling:** Confidential counseling services for students dealing with stress, personal issues, or mental health challenges.
- **Workshops and Seminars:** Regularly scheduled events on topics such as communication skills, leadership, critical thinking, time management, and nursing specializations.
- **Alumni Networking and Mentorship:** Programs to connect students with alumni for guidance on career paths and professional growth.

Eligibility and Access

- All enrolled students of Narayana College of Nursing are eligible to access the services provided by the CGCC.
- Appointments for counseling services can be scheduled through the college's online portal or directly at the Center.
- Workshops, seminars, and events organized by the CGCC are open to all students, with prior registration recommended due to limited seating.

D. B. Anuj
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Roles and Responsibilities

- **Head of Career and Guidance Counseling:** Oversees the planning and delivery of CGCC services, manages resources, and reports to the college administration on the Center's performance.
- **Career Counselors:** Conduct career assessments, provide individual and group career counseling, and offer job search assistance.
- **Academic Advisors:** Provide academic guidance, assist with course planning, and monitor academic progress.
- **Student Mentors and Alumni:** Offer peer support, share career insights, and mentor students in achieving their career objectives.

Confidentiality and Ethical Standards

- All counseling services provided by the CGCC shall be confidential, ensuring students feel safe in discussing personal, academic, or career issues.
- Information shared during counseling sessions will not be disclosed without the student's consent, except when legally required or in cases involving safety concerns.
- Counselors and advisors shall adhere to ethical standards of counseling, maintaining a professional and supportive environment.

Program Planning and Evaluation

- The CGCC will plan a calendar of events, workshops, and career development programs each academic year.
- Annual evaluations will be conducted through feedback from students, counselors, and faculty to assess the effectiveness of services and make necessary improvements.

D. B. Chinnay
Principal

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- Regular reporting to the college administration will be conducted to ensure continuous support and resource allocation for CGCC activities.

Grievance and Feedback Mechanism

- Students may provide feedback or file grievances regarding CGCC services through a designated online form or in-person at the Center.
- The feedback will be reviewed to improve service quality, and grievances will be addressed in accordance with the college's grievance redressal policy.

Dr. B. Anuj
Principal

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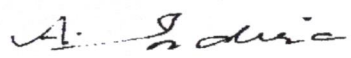
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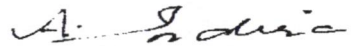


CAREER AND GUIDANCE COUNSELING POLICY

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Verified by	Mrs. A. Latha, IQAC Coordinator	
Approved by	Dr. A. Indira, Principal	


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