

ANNEX 3: MENTOR REPORT FORM (1)

Name of Mentor:

Dates of Mentoring Visit:

Name of Institution with Location:

NO.	SEVEN KEY ASPECTS	QUALITATIVE SUMMARY AND SUPPORTING EVIDENCE OF PROGRESS*	PROGRESS SINCE PREVIOUS VISIT
Component 1: Improving the quality of education			
1.1	Strengthening institutions to improve learning outcomes and employability of graduates		
1.2	Scaling up postgraduate education and demand-driven research, development and innovation		
1.2.1	Establishing centres of excellence		
1.3	Faculty development for effective teaching (pedagogical training)		
Component 2: Improving system management			
2.1	Capacity building to strengthen management		
2.1.1	Implementation of good institutional governance		
2.2	Project management, monitoring and evaluation		

* More key bullet points may be added as necessary in the electronic forms that should be used when submitted by Mentors and Performance Auditors.

ANNEX 3: MENTOR REPORT FORM (2)

Name of Mentor:

Dates of Mentoring Visit:

Name of Institution with Location:

NO.	LIST OF INTERVIEWS	KEY DISCUSSION SUMMARY POINTS
1.	Undergraduate students	
2.	Postgraduate students	
3.	Faculty	
4.	Staff	
5.	Senior management	
6.	Members of the governing body	
7.	Industry representatives	
8.	Head of the institution	

ANNEX 3: MENTOR REPORT FORM (3)

Name of Mentor:

Dates of Mentoring Visit:

Name of Institution with Location:

NO.	RECORD OF KEY POINTS (Discussed with head of the institution, chair of the governing body)	INSTITUTIONAL RESPONSE	NOTE OF ANY FOLLOW-UP NEEDED BY MENTORS, SPFU, NPIU
1.			
2.			
3.			
4.			
5.			
6.			