**BHAILALBHAI & BHIKHABHAI INSTITUTE OF TECHNOLOGY, V.V.NAGAR (performa B-2)**

**MINUTES OF GUIDANCE & COUNsELLING MEETING**

**Name of Department: ­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name of Counselor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**A meeting was convened with the students on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (mention Date & Time) for Guidance & Counseling work.**

**Following points were discussed/ Following information’s were given to students.**

**1.**

**2.**

**3.**

**4.**

**5.**

**(Signature of the Counselor)**

**The following students have attended the meeting.**

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| **ENROLLMENT NUMBER** | **NAME OF STUDENT** | **SIGNATURE OF STUDENT** |
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