



# AGRA PUBLIC COLLEGE OF HIGHER EDUCATION & RESEARCH CENTRE

Formerly : Agra Public Institute of Technology & Computer Education

Approved By Pharmacy Council of India, New Delhi

Affiliated To Dr. APJ Abdul Kalam Technical University, Lucknow (U.P.)

Ref. No. *AP.CHERC/Student Counsellor/2024-25/5749*

Date : *..25.03.2025.....*

## **To Whom so It May Concern**

It is to certify that Mr. Amit Sharma, Consultant, Deptt. of Pharmacy is appointed as a Chief Student Counselor at our Institute.

### **Counselor Rules & Responsibilities**

The primary responsibility of a counselor is to counsel students to fully develop each student's academic career and personal and social abilities Additionally the counselor shall :-

- (1) Participate in planning, implementing and evaluating a comprehensive, developmental guidance program to serve all the needs of students and to address the special needs of students for rectification & fulfillment of needs.
- (2) Consult with a student's parent or guardians and make referrals as appropriate in consultation with guardian.
- (3) Consult with Institute's staff, parents and other community members to help them increase the effectiveness of student educations and promote student success.
- (4) Coordinate with the people and resources in the Institute, home and community for better understanding of problem and its resolved.
- (5) Deliver classroom guidance activities or serve as a consultant to teachers conducting lesson based on the curriculum.



**Director**

Director  
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