

CONTENT AND ESSENCE OF THE ACTIVITY OF A UNIVERSITY TUTORING

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ABSTRACT

This article describes the content of tutoring activities in higher education organizations, the role and significance of tutoring in the development of students, and their rights.

KEYWORDS: Tutor, Tutoring Activities, Rights Of A Guardian.

INTRODUCTION

It is known that, based on the order of the Minister of Higher and Secondary Special Education No. 386/1 dated September 4, 2021, "The procedure for organizing tutoring activities in state higher educational institutions is correct for higher educational institutions in our country." countries" a Model Regulation was developed. This Regulation is based on Decree No. PF-5847 of October 8, 2019 of the President of the Republic of Uzbekistan "On approval of the Concept for the development of the higher education system of the Republic of Uzbekistan until 2030" of the Cabinet of Ministers of the Republic of Uzbekistan. Ministers of the Republic of Uzbekistan "On measures to improve the system related to the organization of the educational process in higher educational institutions" No. 824 dated December 31, 2020 and "The level of housing coverage for students in higher educational institutions of the Republic", it is clear that it determines the procedure and directions for the implementation of the tasks defined in decisions No. 563 of September 9, 2021.

An educator is an employee working in a higher educational institution, meeting the relevant qualification requirements, possessing high moral qualities, helping, educating them in the spirit of humanity, justice, hard work, love for the tyutor, involving them in circles and clubs organized within the framework of five important initiatives, carry out activities aimed at eliminating all issues and problems that arise during the learning process, in the prescribed manner

When organizing a tutoring system in higher educational institutions, the tutor regularly visits the dormitories of students living in student dormitories, rented and private apartments, studies the conditions and problems of students there, and takes measures to improve them.

"In his activities, the tutor complies with the current legal documents, internal procedures and rules of etiquette of the higher education institution, as well as these regulations." Based on the developed legal documents, tutors have the following rights:

-control over the students' classes assigned to him, in order to control student attendance and the quality of classes;

- Announce to students their enrollment in the TJ, collect and submit the relevant documents, and ensure students' participation in the commission meeting;
- Giving consent to the student's removal from the student dormitory, making proposals to improve his living conditions;
- Work in collaboration with the dean's office of the faculty to eliminate problems in the educational sphere;
- Cooperation with the dean's office, rector's office and public organizations during cultural and educational events and sports competitions;
- Participation in deciding the issue of giving references and academic leave to a student, making full use of the information about the student available at the faculty;
- Making proposals to the faculty dean's office regarding the student's participation in classes, development and role in public life, giving an opinion on the student's motivation or punishment and the right to receive a special scholarship;

Monitoring the fair assessment of student's knowledge together with the primary organization of the Youth Union, the Trade Union and the Department for Quality Control of Education;

The teacher may have other rights not prohibited by law.

Also tutors:

- Regular monitoring and analysis of student learning and participation in classes;
- Creating a database of students in tutoring groups and presentation to faculty;
- Do not disclose personal information about students without their consent;
- Be constantly aware of the living conditions of students, rent, living conditions of close relatives and students living in their own home in a tutoring group;
- Ensure maximum student membership in circles and clubs and control their participation in the activities of these circles;
- Conducting regular (in groups and individually) conversations with students of assigned academic groups;
- Meeting with parents, organizing round tables and providing up-to-date information regarding the student's compliance with the rules of manners, behavior and internal order;
- Acquaint students, their parents or other legal representatives with the charter of a higher educational institution, internal procedures, etiquette and rules for the use of TZH and other documents regulating educational activities;
- Organizing "Spiritual Information Hours" and "Soft Skills" trainings in academic groups once a week based on the class schedule and ensuring its effectiveness;
- Immediately report to the dean of the faculty about emergency situations involving students;
- Conduct regular educational activities with the participation of specialists in the field of prevention of delinquency, crime and religious extremism among students;

-Organization of ongoing preventive work on the harmful effects of alcohol, smoking and psychotropic drugs;

-Identify students in need of financial support; make a proposal to the dean of the faculty for their social support;

-Monitor students' compliance with the rules of etiquette and other internal documents on the territory of the educational institution and report to the dean of the faculty on taking appropriate measures against students who violate these documents;

In the system of tutoring in higher education organizations, the tutor carries out his activities in accordance with current legal documents, internal procedures and rules of etiquette of a higher educational institution, as well as other responsibilities in accordance with these regulations.

Article 2 of the Regulations "Goals and Objectives of Tutoring in Higher Educational Institutions" states that the main goals of tutoring are:

- Effective organization of harmony of the educational and training process;

- Regulation of relations between the educational institution and students;

-Providing socio-spiritual and psychological support to students for a better understanding of themselves, making the right decisions in study and life, increasing love for their chosen profession;

- Strengthening the position of the Public Council and the district in matters related to increasing the efficiency of the educational process in educational institutions, improving student attendance;

- Analysis of students' learning of lessons and ensure that they spend their free time meaningfully;

- Consists of constant awareness of one's social (family) status.

In short, the general content of tutoring activities is to prepare family education students to become mature individuals in all respects and human capital, based on the needs of society.

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