

Closing the mentorship experience

When concluding a mentoring experience, it is essential to do so considerately and courteously to ensure a smooth and respectful transition for both the mentee and mentor. See the list below to guide you as the experience comes to a close.

- 1. Reflect on the experience.** It's important to think about the overall experience and how it impacted your personal and professional growth. As a mentee, consider what you've learned and whether your mentorship goals have been met. What did you expect the experience to be like and how did it turn out? Reflect on your achievements and think about your future goals. For mentors, assess the success of the mentorship and how you can hone your mentoring abilities moving forward. The [Reflections activity template](#) can be used by both the mentee and mentor.
- 2. Provide honest feedback.** Feedback should be given thoughtfully and respectfully. Whether the experience ends because goals have been met or because it's not a good fit, it's important to communicate openly and not leave either person in the dark.
- 3. Discuss options for future support (if applicable).** If you agree to stay in touch, discuss things like periodic check-ins, connecting through professional networks, and potential future support options (acting as a reference for example).
- 4. Say thanks!** Expressing thanks has a significant impact and demonstrates your appreciation for and recognition of each other's contributions to the experience.
- 5. Repeat or try a new experience. For the mentee:** Expand your network and meet another mentor! [Concordia Alumni Connect](#) is a global online community with 2,500+ members in 40 countries with more than 600 alumni mentors representing more than 70 industries so far. You can [create your #CUconnect profile](#) and search for mentors. **For the mentor:** Sign up to the [Connect Concordia mentorship program](#) again and meet with another undergraduate mentee. Graduate student mentors, you can also find a mentor working in industry on [Concordia Alumni Connect](#). **For both:** [Learn how to master LinkedIn](#) with this free tutorial.
- 6. Explore and become familiar with Concordia resources.** Concordia has a wealth of services available to undergraduate and graduate students. You can explore [experiential learning & professional development](#) services, [academic services](#) to guide you from registration to graduation, [IT support & software](#) so you can take advantage of licenses and subscriptions like [Udemy](#) and [Office 365](#), and also [library resources](#) and [tuition & financial aid](#) resources.

IMPORTANT! Mentor, please advise the [Connect Concordia program coordinator](#) that the mentee has completed their minimum required participation of 10 hours.