

How to end/change a mentoring relationship

At the start of the mentoring relationship, set expectations with your mentee for the duration of the mentoring period. How frequently do they expect to meet? What period of time will you meet for (a month, a semester, a year, etc.)?

Set a reminder to check in on your mentee throughout the year. The end of the school year or long breaks are good opportunities to assess your relationship.

Criteria for ending a mentoring relationship:

- You or your mentee has lost interest
- You or your mentee has a different schedule that prohibits regular meetings or easy communication
- Your mentee has received all the advice you are able to provide.

If you or your mentee wishes to end a mentoring relationship:

Express gratitude: Thank your mentee for their time.

End on a positive note: Highlight some aspects of the mentoring that you enjoyed and what your mentee has learned over the course of your meetings.

Future contact: Mention your willingness to stay in touch or provide advice in the future, even if the regular meetings are ending.