**POLICY DOCUMENT**

**ON**

 **STUDENT GRIEVANCE AND REDRESSAL**

 

 Shikshan Prasarak Mandal’s

 NABIRA MAHAVIDYALAYA

 KATOL, DIST. NAGPUR, Pin- 441302(M.S.)

# PREFACE

The College aims to provide a safe, respectful, and harmonious environment among all the stakeholders.

# To attain the above goal the college has constituted a student grievance -redressal cell in accordance with the University Grants Commission (Grievance Redressal) Regulations. The function of the cell is to review the complaints of any student and to judge the merits of those complaints. Anyone with a sincere grievance may approach the Students’ Grievance Cell. In case the student is unwilling to appear in self, grievances may be dropped in writing at suggestion box of the Grievance or may also be sent through e-mail to the co-ordinator of the Students’ Grievance Cell.

# OBJECTIVES

* The grievance cell will deals with all genuine grievances of learners of the college.

# Maintaining the College's dignity through establishing a peaceful culture in the College by fostering friendly student-student and student-teacher relationships, among other things.

* Encouraging students to share their issues openly and honestly without fear of retaliation.
* All Students are advised to abstain from instigating students against one another, teachers, or the College administration.
* To ensure that issues are resolved in a timely, quantitatively, and in private manner.

**Rules**

* The members of the cell will meet at least once in a month to resolve the grievances.
* The student must submit their grievances in the prescribed format immediately to the Grievance Cell . The number of grievances resolved or pending will be report to the Principal in every month.
* For college students: In case of a grievance under the UGC (Grievance Redressal) Regulations 2012 circular, all complainants should file their grievances either by writing in paper to the committee or by using the links provided below /on the website of the college.

Students having grievances of any nature, kindly fill up the form

Application for Redressal of Grievance

Students having grievances of any nature, kindly fill up this form

Name of the Student

Middle Name of the Student

Last Name of the Student

Department

Email of the Student

Faculty Residential Address of the Student

Permanent Address of the

Mobile No. of the Student

WhatsApp No. of the Student

Class

Year of

Semester

Name of the Teachers/ Officers/ Staff/ Department against whom the complaint is to be lodged

List of Supporting DocumentsCOMBINED PDF FILE

Nature of the Grievance in which Redressal is sought

Or UPLOAD PDF FILE

Declaration from the Student/s

I /We hereby declare that the above information furnished by me/us it true to the best of my/our knowledge. In case it is found false, I/we am/are personally responsible for the punishment.