



## Mechanism of Redressal of Grievance

The Student Grievances /Sexual Harassment /anti-ragging Redressal committees follows the given below mechanism for redressal of student grievances.

1. Submission of grievances by student in both online and offline mode.

Online mode- on college email-ID.

**Offline mode-** In the complaint box / to the college principal /other teaching staff/administrative staff of principal office.

2. The grievances thus obtained were then passed to the convener of The Student Grievances /Sexual Harassment /anti-ragging Redressal committees for its redressal.

3. A meeting was then called by the committee and the problem of the student is to be discussed.

4(a). If the solution of the grievance is beyond the college level then a forwarding letter is also prepared and sends to the concerned department.

4(b). If the solution of the grievance is in reach of college then resolution is passed and solution inform to this students.

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