

Kunbi Shikshan Prasarak Sanstha Khed-Mumbai
TUKARAM BABURAO KADAM COLLEGE OF ARTS, SCIENCE
AND COMMERCE, BHARNE,
Tal-Khed, Dist-Ratnagiri-415621

Student Redressal Grievance Cell

Annual Report-2016-17

our college has transparent mechanism to address the Grievances of students.

To realize the primary needs of the student a grievances redressal cell has been constituted. The cell is intended to find solution for the problem of the students such as complaints regarding class room teaching, lack of library books, mental harassment, Completion of syllabus, and teaching methods etc. if and then they arise.

Standard Operating Procedure for Handling Grievance

1. On receipt of complaint / grievance, Grievance Committee shall segregate the complaint,
discuss with the concerned committee and thereafter direct the said complaint to the
respective committee;
2. Complaints of general nature shall be considered by this committee and resolved
accordingly.
3. The concerned committee shall investigate the cases directed accordingly.
4. If required, a hearing with the complainant or clarification from the concerned may be
taken.
5. The complainant shall be informed about the action taken by the committee.



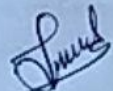
6. If the complaint / grievance is found invalid, the complainant and the person against

whom the complaint is made, will be informed accordingly and penal action may be

taken.

7. The complaint in any case shall be resolved within a one month of its receipt

The committee will ensure that the complaints and Grievances are handled according to the regulatory mechanisms. Students can appeal for a grievance through letter dropped in a complain Box which is kept outside the office or formal representation through class teachers and students. Grievances must contain student Name, class and Department and a statement regarding grievance or complaint. For this purpose, Student Redressal Grievance Cell convenes a meeting twice in a year.


Co-Ordinator




Principal
Principal
Tukaram Baburao Kadam
Arts, Science & Commerce B
Tal.-Khed, Dist.-Ratnag

