

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-2019 -20

The Grievance Redressal Cell was constituted to probe into the student grievances. The Grievance Redressal Cell attempts to address genuine problems and complaints of students whatever be the nature of the problem. The students approach the Cell to voice their grievances regarding academic and nonacademic matters. The cell redresses the grievances at individual and class level and grievances of common interest. Students are encouraged to use the suggestion box placed outside the office to express constructive suggestions and grievances. oral complaints are also redressed.

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 harrasement, Completion of syllabus, and teaching methods etc. if and then they arise. The committee will ensures that the complaints and Grivances are handled according to the regulatorty mechanisms.

Standard Operating Procedure for Handling Grievance

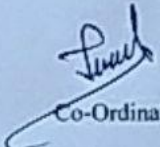
1. On receipt of complaint / grievance, Grievance Committee shall segregate the complaint,
discuss with the concerned committee and thereafter direct the said complaint to the
respective committee;
2. Complaints of general nature shall be considered by this committee and resolved



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

Students can appeal for a grievances 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 grievances or complaint.


Co-Ordinator




Principal
Tukaram Baburao Kadem College Of
Arts, Science & Commerce Bharni
Tal.-Khed, Dist.-Ratnagiri