

The Grievance Redressal Cell (GRC) aims to look into the complaints lodged by any student and redress it as per requirement. The students can state their grievance regarding any academic and non-academic matter within the campus through the grievance/ suggestion box.

The function of the cell is to look into the complaints lodged by any student. The Grievance cell is also empowered to look into matters of harassment. Anyone with a genuine grievance may approach the members in person, or in consultation with the in-charge Students' Grievance Cell. The whole system of the redressal of grievance is directly handled by the principal.

A college grievance redressal policy aims to resolve complaints from students, staff, and other stakeholders in a fair and impartial manner. The policy may include the following:

Purpose Of a Grievance Redressal Policy

A grievance redressal policy is a set of procedures and policies for handling complaints and grievances.

- Ensure fair and equal treatment of all students
- Resolve issues in a timely manner
- Provide a clear and transparent process for handling grievances
- Ensure a timely and fair resolution
- Help students resolve grievances in a formal manner

Grievance Redressal Committee (GRC)

The GRC is responsible for receiving and addressing grievances. The GRC's responsibilities include:

- Listening to and recording grievances
- Taking action based on the severity and authenticity of the grievance
- Representing grievances to the relevant departments
- Holding regular meetings to discuss the status of grievances
- Following up on grievances until they are resolved
- Maintaining confidentiality
- Ensuring that the views of all parties involved are respected

To accept written grievances from students and related to the system.

- Redressal of Students' Grievances to solve their academic and administrative problems.
- To co-ordinate between Students and Departments to redress the grievances.
- To guide ways and means to the students to redress their problems.

Steps involved in the procedure:

- The students may feel free to put up a grievance in Grievance Redressal Cell form which is available in the drop in suggestion box.
- The Grievance Cell will act upon those cases which have been forwarded along with the necessary documents.
- The Grievance Cell will assure that the grievance has been properly solved in a stipulated time limit provided by the cell.
- To make all necessary arrangements for receiving representations/ complaints/ grievances from students relating to general administration, examination and evaluation and any other problems relating to the functioning of a student in the college.
- To examine the grievances.
- To make necessary recommendations to the principal.
- To ensure that all necessary actions are taken to resolve the student's grievances as assigned by the principal.

STUDENTS GRIEVANCE REDRESSAL COMMITTEE:

Dr.K.DEEPA	PRINCIPAL	CHAIR PERSON
Dr.N.RAJ MOHAN	ASSISTANT PROFESSOR	MEMBER
Mr.V.LOGESH	ASSISTANT PROFESSOR	MEMBER
Mrs.N.ANITHA	ASSISTANT PROFESSOR	MEMBER
Mr.S.RAVIKUMAR	ASSISTANT PROFESSOR	MEMBER
Mr.P.RAJESH GIRIDHARAN	ASSISTANT PROFESSOR	MEMBER