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हान, विज्ञान आणि सुसंस्कार यासाठी शिक्षण प्रसार . शिक्षणमहर्षी हॉ. वापूजी साहुखे

Shri Swami Vivekanand Shikshan Sanstha Kolhapur's

## Smt. Akkatai Ramgonda Patil Kanya Mahavidyalaya, Ichalkaranji.

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· Founder · Shikshanmaharshi Dr. Bapuji Salunkhe BA BT DLit

• President • Hon. Chandrakant (Dada) Patil

• Executive Chairman • Prin. Abhaykumar Salunkhe

· Secretary Prin. Mrs. Shubhangi M. Gavade

## Mechanisms for submission of online/offline Students Grievances functioning of Students Grievance Redressal Committee:

The grievance redressal mechanism is governed by the Grievance Redressal Policy of Smt. Akkatai Ramgonda Patil Mahavidyalaya, Ichalkaranji. It is formulated according to UGC Grievance Redressal Regulations. The mechanism entails:

- 1. Information regarding the Grievance Redressal Committee shall be given on the college website.
- 2. In case of individual Grievance, an aggrieved student shall present his/her Grievance only in writing, to Grievance Redressal Committee.
- 3. The prescribed Grievance Redressal form has to be used by the aggrieved to express to the Grievance. The form may be submitted to any member of the Grievance Redressal Committee/Head of the Department/Member of the Management or may be dropped in the suggestion box.
- 4. The matter shall be taken for the discussion by the committee in its scheduled meeting.
- 5. If the matter requires urgent attention, the Coordinator shall inform the chairman and convene a meeting of the committee within 2 days from the receipt of the Grievance form.
- 6. Based on the decision taken by the committee, the aggrieved has to be informed and action to be taken.



- The complainant should be informed of the decision of the committee/ action taken.
- If unsatisfied with the decision the aggrieved student can re-appeal to the Head of the Institution within 10 days.
- 9. A special meeting may be convened in case the follow-up is required.

10. The proceedings have to be recorded by the secretary of the committee.



PRINCIPAL
Smt. Akkatai Ramgonda Patil
Kanya Mahavidyalaya, ICHALKARANJI