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NEW ALIPORE COLLEGE

GOVT. SPONSORED • NAAC ACCREDITED - GRADE B⁺ • ISO Certified (IN12629A)

NEW ALIPORE, KOLKATA-700 053

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Ref. No.

Date

Grievance Redressal Policy:

The College has a Students' Grievance Redressal Committee. The functions of the committee are to look into the complaints lodged by the students and judge its merit. The grievance redressal committee is also empowered to look into matters of sexual harassment. Anyone with a genuine problem may approach the committee in person. In case the person is unwilling to appear in self, grievances may also be sent through e-mail to the Principal or the convenor of the students' grievance Committee.

Objective:

The objective of the Students' Grievance committee is to ensure that the students are not deprived of the services offered by the college to which they are entitled.

To make stakeholders of the college responsive, accountable and courteous in their interactions with each other in order to maintain a harmonious educational environment in the institution.

To encourage the students to express their grievances freely without fear of victimization.

To advise students to show utmost respect to the religious, ethnic, socio-economic, and gender identities of others and conduct themselves in a manner befitting a student of the institution.

Procedure:


The setting up of the Grievance Redressal Committee will be widely published.

The students may feel free to lodge their grievances in person, over e-mail or by dropping their complaints in the drop box placed outside the Principal's room. The drop boxes and mail would be regularly checked and complaints would be addressed at the earliest opportunity.

Grievances related to fees and other financial matters shall remain outside the purview of this committee.

Establishment and Composition of the Grievance Redressal Committee:

In compliance with the UGC regulation for addressing Students' grievances in the college "Grievance Redressal Committee has been constituted to look into the legitimate grievances of students. The Principal is the ex-officio chairperson of this committee. The other members will be one convenor, one faculty member from each shift, a non-teaching representative and a student representative. The Committee shall have a term of two years.


Principal
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