 2.6.3 Mechanism for grievance redressal related to examination is operationally effective

Mechanism for grievance redressal related to examination is operationally made effective through the Grievance Redressal Committee –

The Student Grievance Redressal Committee of the college headed by the Principal consist of

Representatives from teaching staff, administrative staff, and students. The main strategy is to focus on prevention of errors. But whenever there are grievances the grievance redressal committee investigates the issues and solves the problems immediately. There is rapport between the students and teachers and students enjoy the freedom to present their views, anxieties, and complaints.

Mechanism for communicating the grievances

Students can adopt any of the four methods to convey the grievances immediately.

1.Drop Letter Complaint Box

2.Face to face grievance reporting

To principal

To redressal committee members

To teachers

To class representatives/ school leader (during school-based activity)

3. Grievance reporting through the platform of the college Union

4. Grievance reporting through written or oral communication

Procedure of grievance redressal related to examination

1. Whenever there is a grievance relating to examination or allotment of marks the committee meets on the spot to analyses the documents and the grievance is redressed immediately.

2.Based on the request special arrangements have been made during examination days for pregnant women and sick students

3. Based on the request special arrangements have been made during university external practical board examination in the practice teaching schools for pregnant women and sick students to take class conveniently

4. External examination related grievances like out of syllabus questions and changes in the examination dates, overlapping of external examination and other competitive examinations have been intimated to the university immediately.

5. Those Student-Teachers who are mothers having babies, special care centres is operational to look after the babies during exams in the sick room facility

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