



K. L. E. SOCIETY'S
SHRI KADASIDDHESHWAR ARTS COLLEGE AND
H. S. KOTAMBRI SCIENCE INSTITUTE,
VIDYANAGAR, HUBBALLI-580031 (Karnataka State)
Accredited by NAAC at 'A' grade with CGPA 3.18 in third cycle

Grievance and Redressal Cell

The Grievance Redress Cell attempts to address genuine problems and complaints of students whatever be the nature of the problem. It can be related to academic and non-academic matters, such as assessment, victimization, attendance, conducting of examinations, harassment by colleague students or teachers etc.

Students are encouraged to use the suggestion box to express constructive suggestions and grievances. Anyone with a genuine grievance may approach the members of the Cell in person, or in consultation with the officer in charge student's Grievance Cell. They may also approach any of their other teachers as is comfortable to them.

Students are requested to note that making a complaint is serious and therefore they are to use this power in a responsible manner. At the same time, the college assures students that once a complaint is made, it will be treated with sensitivity and confidentiality.

Objective:

The objective of the Grievance Cell is to develop a responsive and accountable attitude among all the stakeholders in order to maintain a harmonious educational atmosphere in the institute.

Scope:

The cell will deal with Grievances received in writing from the students about any of the following matters:-

- Academic Matters: Related to timely issue of duplicate Mark-sheets, Transfer Certificates, Conduct Certificates or other examination related matters.
- Financial Matters: Related to dues and payments for various items from library, hostels etc
- Other Matters: Related to certain misgivings about conditions of sanitation, preparation of food, victimization by teachers, etc.,

Functions:

- The cases will be attended promptly on receipt of written grievances from the students
- The cell formally will review all cases and will prepare statistical reports about the number of cases received
- The cell will give report to the authority about the cases attended to and the number of pending cases, if any, which require direction and guidance from the higher authorities.


Procedure for lodging complaint:

- The students may feel free to put up a grievance in writing and drop it in boxes
- 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.

Sl. No.	Name of the Faculty/Member	Designation	Contact Number
1.	Dr. Nerle Umadevi V.	Chairperson	9449344851
2.	Miss. Jayashree M. Biradar	Convener	7026791665
3.	Shri C.K. Patil	Faculty Member	7259504544
4.	Mr. Santosh Patil	Student Member	9945153932


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