

GRIEVANCE REDRESSAL FORM

Sl.No. _____
(Same as entry in the register)

Grievant's Profile

Name _____			
Registration No. _____	Course _____	Semester _____	
Phone _____	Email _____		

Grievance Details

Type of Grievance :	
a) Academic related	b) General administration
c) Amenities & Maintenance	d) Extra-curricular
e) Other issues	
Description of Grievance	

For SRGC Use Only

Nature of Grievance:	Expected date of redressal:
Date & Time	

ACKNOWLEDGEMENT: GRIEVANCE REDRESSAL FORM

Sl.No. _____
(Same as entry in the register)

Expected Date of Redressal:

(To be given by SGRC)

Signature of Person Receiving:

(with Date and Time)

Name of the SGRC Member:

NOTE:

- 1. This form will be processed and kept under strict confidentiality*
- 2. This form should be submitted only to the official SGRC email id sgrc@necu.ac.in, which otherwise will not be considered as an official complaint report. In case it is submitted in the form of a hard copy, it should be addressed to the SGRC, NECU in a sealed envelope.*
- 3. If the redressal does not take place as expected, the student/user may please report to the Appellate Authority*