



SCIENT INSTITUTE OF TECHNOLOGY

Ibrahimpattam, R.R.District-501506

(Approved by AICTE and Affiliated to JNTU, Hyderabad)

Website:www.scient.ac.in

5.1.4 Timely redressal of the grievances through appropriate committees.

The college has constituted various college level committees like Grievance Redressal Committee, Internal Complaint Committee, Anti-ragging committee, Committee for SC/ST students, Disciplinary committee to handle the grievances of students, which may be related to academics, transportation, personal issues, the ragging related issues, specific issues related to SC/ST students, the girl students and the women staff.

The aggrieved student represents his/her grievance either in person or through Online or Writing to the concerned Person In-charge in the Dept, which is acknowledged. The grievances may be resolved at the department level in 1 to 2 days.

If the student is not satisfied, he/she may request the Person In-charge/HoD to forward his/ her grievance to the College level committee.

Time frame for redressal depends on the nature of complaint/grievance. The internal grievance related issues are solved on the same day by the teacher or HOD concerned. Some cases like ragging, harassment, teasing etc) may require time for appointing subcommittee for equity and recommendations, in such cases a maximum of 15 days is taken for redressal.

All the grievances will be discussed in the Committee Meeting which meets as per the requirement or at least once in a semester. All the officers try to put in their best efforts to examine and redress the genuine grievances submitted by students at different stages expeditiously.



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Ibrahimpattam, R. R. District-501506

Department of Electronics And Communication Engineering

Date:-

Format for Internal Exam Grievances

A.Y:

SEM:

To

The Subject Teacher

Sir,

I -----With Roll No.-----Studying in B. Tech ----
---Sem request you to consider the following correction in my answer scrip. Counting Marks not
include in total / Answer not corrected.

(Mention section and question number)

Student Name:

Roll Number:

Class:

Sem:

Subject:

Subject Teacher Comment and signature



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Mahalingapuram, B. E. DI, -501 206

The following grievances has been received from the students and their parents in respect of admissions for the academic year 2022

S.NO	Name of the Student	Father's Name	Date of Application
1	R UDAY KIRAN	BALARAMAIAH	15.09.2021
2	B PRAVALIKA	BUCHANNA	12.09.2021
3	P GANESH	P NARSIMULU	10.09.2021
4	P DIVYA	BANSILAL	18.09.2021
5	P AKHILA	RAGHU GOUD	09.09.2021
6	Y SRAVANI	SATYANARAYANA	10.09.2021
7	P DHANALAXMI	VENKATAIAH	15.09.2021
8	S SUKANYA	S VIJAY	15.09.2021




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The above applications are placed before the following Redressal Grievance Committee to consider the above applications for appropriate decision

S.NO	Name of the Staff Member	Designation	Committee Designation
1	G ANIL KUMAR	PRINCIPAL	Chairman
2	B VISHAL RAJA ZACHARIAS	ECE HOD	coordinator
3	K DEEPTHI	H&S HOD	coordinator
4	VENKAT REDDY	H&S PROFESSOR	member
5	Y BALRAM	EEE HOD	member



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Thiruvananthapuram, R. T. Dt. 201 206

The Committee has met on 31 July, 2010 at 11 30 A4 in Comes Roum of SNTI.

The Committee examined the above applications and found that the 5 to 7 tons or e students have cancelled their admissions through online and canceled the admissions in college The original certificates of the above students have been returned an acknowledgement Hence, there is no grievance.

One student at Senal No 6 above is SRINIVAS look the admission in ECE branch bearing Roll Number 18C01A0402 through Convenor However on tar letter Dt 10 05 2022 the admission was cancelled by the College and reumes the onge certificates with due acknowledgement Hence, there is no grievance.



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Bolent Institute of Technology,
Beldihapatnam, B. R. Dt. -501 206

To

Date:-

The Principal

SNTI, IBP

Respected sir,

Sub: Enquiry about altercation among final year mechanical and civil engg students-Reg

We bring to your kind notice that the following students were involved in the fight and created nuisance in the college premises on 21-9-2021 at about 3pm.

S.NO	NAME	DEPT	ROLL NO
1	B BAPUJI	ECE	20C01A0407
2	R VENU	ECE	19C01A0439
3	P VENKAT SANJAY	CSE	20C01A0576
4	K ANJALI	EEE	20C01A0218

The above students were called for explanation and verification of the facts by the committee. Upon cross verification of the students and viewing of CCTV footage it is found that the students were involved in the incident. The same was confirmed by their fellow students and the staff members present at the time of incident.

The behavior of students and their involvement reflects a highly indiscipline attitude which is not good and may cause harm to other students.

The committee feels it is a fit case wherein the students need to be given a severe punishment which will deter them from indulging in such activities in future. And it is also necessary that this punishment should send a message to other students from keeping themselves away from such activities.

The parents were informed about the incident and cautioned to take appropriate measures from their end to prevent such incidents in future. The students were also counseled and warned not to involve in such activities in future which may affect their career and life.

Based on the findings of the enquiry, the committee recommends that the above students may be suspended for at least two weeks from attending the class work (College), for maintaining proper discipline and upholding the de corum of the institute.

Yours sincerely

Committee members

1. **Mr.B VISHAL RAJA ZACHARIAS ECE HOD**
2. **Mrs.K DEEPTHI H&S HOD**
3. **Mr. VENKAT REDDY H&S**



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