St. Mira's College for Girls - Student Grievance Form

For offline/ hardcopy submission of grievances, students may print, fill and submit this form in hardcopy, with all supporting documents, to the coordinator of the grievance cell, Ms. Suhaile Azavedo, at the English Department cubicle, on Tuesdays and Thursdays from 11.00 to 11.30 am

Before completing this form, make sure you have carefully read the Grievance Policy and Procedure Document, available on the college website.

For online submission of a complaint of grievances, please fill the webform available on the College website. Kindly scan and attach all supporting documents.

* Required

Skip to question 1Skip to question 1

Personal Details

1. Full Name *

2. E-mail ID *

3. Mobile No. *

4. Present Address *

5. Permanent Address *

_____

_____

_____

_____

_____

Skip to question 6

Programme/ Course

6. Programme *

Check all that apply.

- [ ] B.A.
- [ ] B. Com
- [ ] B.B.A.
- [ ] B.B.A (CA)
- [ ] B.Sc. (CS)
- [ ] M.A.
- [ ] M. Com.
- [ ] M.Sc (CS)
- Other: [ ] _____

7. Name of the Department *

_____

8. Division *

_____

9. Roll Number *

_____

Grievance Details

10. Area of Grievance *

Check all that apply.

☐ Academic
☐ Administration
☐ Examination
☐ Infrastructure
Other: ☐ _____

11. Date of event leading to grievance: *

_____

Example: January 7, 2019

12. Place of event leading to grievance: *

_____

13. Grievance Description *

_____
_____
_____
_____
_____

14. Kindly attach all supporting documents along with the form. Please list the documents attached. *

Check all that apply.

- [ ] 1
- [ ] 2
- [ ] 3
- [ ] 4
- [ ] 5

Declaration - By completing this form, you are making a formal complaint.

15. Please tick both the boxes *

Check all that apply.

- [ ] I hereby declare that the information/documents provided above is correct.
- [ ] I shall be responsible for furnishing any wrong information/document.

16. Signature of the person making the report: *

_____

17. Date *

_____

Example: January 7, 2019

18. Place *

_____