



V.S.P.M.'S COLLEGE OF PHYSIOTHERAPY

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Ref. : _____

Date : _____

College Grievance & Internal Complaint Committee

SOP OF COMMITTEE

Purpose: To ensure effective solution to the grievances and any other complaints lodged by the students at the earliest with fair approach.

Objectives:

- To provide an easy and accessible platform to the students for prompt redressal / resolution of their grievances/ complaints.
- To maintain the good environment and ensure over all discipline among students in the college campus.

Roles & Responsibilities:

- Written or verbal complaint will be entertained by the committee if it is found genuine and in the interest of academic and overall growth of students.
- The complaints like theft, disputes among the students in the college reported by them or any malpractices and unfair means observed during the conduction of college examinations and reported by staffs.
- The complaint will be discussed in the committee meeting then it will be informed to the Principal VSPM's college of Physiotherapy. Accordingly the action will be taken at the earliest in coordination with concerned departments.
- The decision of the committee about the redressal of grievances or resolution of complaint will be conveyed to the aggrieved student.

PRINCIPAL

Principal

V.S.P.M.'s College of Physiotherapy,
Digdoh Hills, Hingna Road, Nagpur

