



SEICOM DEGREE COLLEGE

(AFFILIATED TO SV UNIVERSITY)

(ACCREDITED BY NAAC)

9-66/14-A, New Maruthi Nagar, Extension, Tirupathi. Ph : No. 0877-2241094, 2242606

CONSTITUTION OF THE STUDENT GRIEVANCE REDRESSAL COMMITTEE (SGRC)

Preamble

To uphold the dignity, transparency, and welfare of students, SEICOM Degree College formally constituted the **Student Grievance Redressal Committee (SGRC)** on **15th July 2015**. This committee provides a dedicated and structured platform to address student grievances fairly, promptly, and confidentially.

Objectives

- To create a responsive and inclusive grievance redressal mechanism.
- To promote transparency in academic and administrative practices.
- To safeguard student rights and ensure a safe, respectful learning environment.

Committee Composition

The SGRC shall consist of the following members:

Chairman

- Dr. D. Chandrasekhar Reddy

Secretary

- Mr. T. Gangadhar

Members

- Mr. D. Jotheeswara Babu
- Mr. D. Khalandar
- Mr. C. Naresh
- Ms. D. S. Padmaja
- Mr. T. Serva Thej



D. Chandrasekhar Reddy
PRINCIPAL
Seicom Degree College
Tirupathi

Roles & Responsibilities

- Receive and review student grievances through written submissions or formal portals.
- Ensure confidentiality, impartiality, and timely resolution.
- Maintain a grievance register and records of proceedings.
- Recommend appropriate corrective or disciplinary actions to the Principal.
- Conduct periodic awareness sessions and student orientation on grievance redressal procedures.

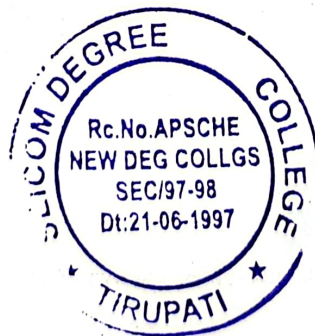
Procedure for Grievance Redressal

1. Students may submit grievances via written petition, online portal, or suggestion box
2. Each case will be acknowledged and reviewed in a timely manner
3. The committee will meet regularly to deliberate and resolve grievances
4. Findings will be communicated, and appropriate action taken with due diligence

Review & Amendment

This constitution is subject to periodic review by the SGRC in consultation with the college administration to ensure ongoing relevance and effectiveness.

This constitution reflects SEICOM's enduring commitment to a fair, respectful, and student-centric educational environment.



D. Chandra Reddy
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