



Ref. No.

Date :

Student Grievances Redressal Cell

Shekhawati Veterinary College of Veterinary Sciences has provided a mechanism to students for the redressal of their grievance on various academic, non-academic matters viz: attendance, fee charge, examinations, etc. Grievance Redressal Committee at the Department Level / College Level has been made to deal with such grievances.

Details are furnished as below:

Department Level Committee

Department Level Committee resolves grievances pertaining to mainly academic matters

1. Registrar, Shekhawati Veterinary College, Sikar
2. Heads of the concerned Department
3. One senior lady faculty member nominated by the Registrar

College Level Committee

The College Level Committee shall resolve the grievances of both academic and administrative matters.

1. Registrar, Shekhawati Veterinary College, Sikar
2. Dean, Shekhawati Veterinary College, Sikar
3. Heads of the concerned Department

The procedure for Redressal of Grievances (ROG) is as under.

1. An aggrieved student who has the grievances at Department Level / College Level shall make an application first to the Department Level Committee with a copy to the Registrar. Department Committee post verifying all the facts will try to address the grievance in a reasonable time preferably within a week of receipt of the application. If the student is not satisfied with the same, She/He may apply to the College Level Committee for appeal/review.
2. If the student is not satisfied with the redressal offered by the Department Level Committee, She/He can submit the appeal to College Level Committee through an application procedure with a copy to the Registrar mentioning his/her points not considered while taking decision.
3. College Level Committee shall take the decision within a reasonable time preferably within 15 days of receipt of application. Registrar's decision of College Level Committee shall be final and the student shall abide by it.
1. The College Level Committee, if needed, may recommend to the Head of Department, necessary corrective action as it may deem fit, to ensure avoidance of recurrence of similar grievance at any of the Department under the College.
2. While dealing with the complaint, the committee at all levels would observe the law of natural justice and hear the complainant and concerned people.
3. While passing an order on any Grievance at any level, the relevant provisions of Act/Regulations would be kept in mind and no such order would be passed in contradiction of the same.
4. The student will submit the application of Grievance or appeal to the Department Level Committee or College Level Committee, as the case may be, through the Head of the Department.

Dean
(SVC, Sikar)