



**SINHGAD TECHNICAL EDUCATION SOCIETY'S
SINHGAD INSTITUTE OF HOTEL MANAGEMENT AND
CATERING TECHNOLOGY**

Sinhgad Institutes (Affiliated to Savitribai Phule Pune University & Approved by AICTE, New Delhi)
Kusgaon (Bk), Off Mumbai – Pune Expressway, Lonavala Dist. Pune – 410401
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5.1.3.1 Mechanism of submitting the offline/online complaint for Grievance Redressal Committee

A.Y. 2022-23

STEP BY STEP PROCESS OF THE MECHANISM

The students may raise their grievance through in writing by submitting to the class-coordinator/ Dropping in the Suggestion Box.

After the receipt of the grievance from the aggrieved, the chairman of GRC shall fix the date, time and venue of the meeting after having a discussion with the

The meeting shall be scheduled within ten days of receipt of the application.

All relevant papers shall be circulated as hard / soft copy to all the members on or before the date of the meeting.

Committee Meeting is held and minutes are recorded.

The decision of the Grievance Committee shall be communicated in writing to the applicant at the earliest



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