



GRIEVANCE REDRESSAL FORM FOR INTERNAL EXAMINATION

1	Name	
2	Admission Number	
3	Programme Details Semester.....Programme,.....
4	Name of Tutor	
5	Contact Number	
6	Grievance Details:	
Nature of Grievance (Please tick the relevant issue) 1. Discrepancy in marks/assessment/valuation/tabulation 2. Other (Please specify): 3. Course Title: 4. Date of Examination:		
7	Detailed Description of the Grievance: (Please provide a clear and concise description of the issue)	
8	Supporting Documents (if any): (Attach relevant proofs like mark sheets, communication records, etc.)	
9	Requested Action: (Specify the resolution you seek)	

Declaration:

I hereby declare that the above-stated grievance is accurate to the best of my knowledge.
I understand that false claims may lead to disciplinary action.

Student's Signature: _____

Date: _____

Suggestion/Comments/Resolution by

Concerned Subject Faculty :

Department Level Coordinator :

HoD :

Details: NC/IEC-UG/2025-26 /GRF Complaint No: UG-IEC/GR/.../.....

Remarks by

Coordinator

Principal

Sign & Date

Sign & Date