



NAJATH COLLEGE
OF SCIENCE AND TECHNOLOGY
KARUVARAKUNDU
(Affiliated to University of Calicut)

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NC/Admn./SGRC/2025-26

Date: 02.06.2025

CIRCULAR

Student Grievances Redressal Committee (SGRC)

As per the AICTE regulations 2019 vide F. No. 1-101/PGRC/AICTE/Regulation/2019 dated 07.11.2019, Najath College of Science and Technology has constituted a **Student Grievance Redressal Committee (SGRC)** to resolve the grievances of students and their parents.

Provision has been made available on the College website for registering grievances through **najathsgrc@gmail.com**. Students and parents may henceforth approach the Grievance Redressal Committee and submit/register any grievance online. The SGRC, headed by the Principal, will assess the grievances, and appropriate action will be taken. The decision of the SGRC will be intimated to the complainant.

The grievances include:

- Admission made contrary to merit
- Irregularity in the admission process
- Withholding or refusal to return certificates
- Demand for money in excess of the specified fees
- Breach of reservation policy
- Complaints of alleged discrimination (SC/ST, OBC, Women, Minority, or Persons with Disabilities)
- Non-payment or delay in payment of scholarships
- Delay in the conduct of examinations or declaration of results
- Withholding student amenities
- Denial of quality education
- Non-transparent or unfair evaluation practices
- Harassment and victimisation of students, including sexual harassment
- Refund of fees on withdrawal of admissions, etc.

Composition of the Student Grievance Redressal Committee

S. No	Name & Designation	Officiating as	Contact No
1	Dr. Dr Abdul Jaleel Odengadan Principal	Chairperson	9447335494
2	Mr Muhammed Hasbulla. C, Assistant Professor in English	Convenor	9745859667
3	Ms Sajitha PM, Assistant Professor, Management Studies	Member	9747827653
4	Mr. Sainul Abid V, Head, Commerce Dept.	Member	9747684860
5	Ms Shahana Thasnim, N, Head, English Department	Member	8921777750
6	Mr. Thabsheer P, Assistant Professor	Member	9539541510
7	Akbar Shareef C, Final Year BBA Student	Special Invitee	7593096484

The members shall hold office for a period of **two years**. The SGRC shall meet as and when required to assess the merit of complaints. The decision of the SGRC will be intimated to the complainant through email/SMS/college website.

In case of any false or frivolous complaint, the SGRC will take appropriate action against the complainant.

PRINCIPAL

Dr. ABDUL JALEEL ODENGADAN
Principal
Najath College of Science & Technology
Karuvarakundu P.O. Tharish - 676 523



Copy to:

1. All Members concerned
2. College and Department Notice Boards
3. All Classrooms
4. All HoDs and Staff Members
5. Web Admin – Circular to be hosted on College Website