

Application for Redressal of Grievance/s to CGRC

To,
The Chairman,
College Grievance Redressal Cell (CGRC),

Subject: Application for Redressal of Grievance/s

Respected Sir/Madam,

I/We am/are hereby forwarding my/our application for Redressal of Grievance/s. Kindly accept it and do the further processing. My/our personal details and particulars about my/our grievances are as follows-

1	First Name of the Student	
2	Middle Name of the Student	
3	Last Name of the Student	
4	Department	
5	Residential Address of the Student	
6	Permanent Address of the Student	
7	Email of the Student	
8	Mobile No. of the Student	
9	WhatsApp No. of the Student	
10	Landline No. of the Student (If Any)	
11	Faculty	B.Sc. (Information Technology), B.Sc. (Computer Science), Bachelor in Commerce, Bachelor in Management Studies.
12	Programme of Study	UG
13	Class	
14	Year of Study	First Second Third
15	Semester	I/ II/ III/IV/V/ VI
16	Roll No.	

17	PRN No.	
----	---------	--

<i>(Add Student Profile, if more no. of Students Applying for Redressal of Grievance)</i>		
18	Name of the Teacher/s / Officer/s / Staff / Section/s / Department/s against whom the Complaint is to be Lodged	
19	Nature of Grievance/s in which Redressal is Sought	Write Upload Word/PDF File
20	List of Supporting Documents Attached herewith	Upload Word/PDF File/s

Declaration from the Student/s

I/We hereby declare that the above information furnished by me/us is true to the best of my/our knowledge. In case if it is turned false I/We am/are personally responsible for the punishment.

Date:

Place:

Signature of the Student/s
(Upload Digital Signature)