

SHIVTEJ AROGYA SEVA SANSTHA'S



YOGITA DENTAL COLLEGE & HOSPITAL

REGD. NO. MAH./F/-1588/RATNAGIRI

(Recognized by Dental Council of India, New Delhi & Affiliated to Maharashtra University of Health Science, Nasik)

Ref. No. YDCH / 2107 / 766572026

Date : 12/02/2026

STUDENTS GRIEVANCES REDRESSAL COMMITTEE

SOP/GUIDELINES/MECHANISM/CODE OF CONDUCT

As per The Gazette of India, [PART III-SECTION 4], F. No. 14-4/2012 (CPP-11)-In exercise of the power conferred under sub-section (1) of section 26 of the University Grant Commission Act, 1956 (3 of 1956), UGC regulations, 2012 are followed by the Students Grievance Redressal Committee of Yogita Dental College & Hospital, Khed - Ratnagiri.

OBJECTIVES

The objectives of Students Grievance Redressal Committee are to develop a responsive and accountable attitude among all the stakeholders in order to maintain a harmonious educational atmosphere in the institute. The committee convenes periodic meetings (once in every 3 months) or as and when needed. The Committee is constituted for the Redressal of the problems reported by the students of the college with the following objectives:

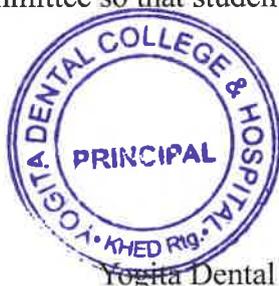
1. Upholding the dignity of the college by ensuring strife free atmosphere in the college through promoting a cordial relationship between students and teachers. Encouraging the students to express their grievances/problems freely without any fear of being victimized.
2. Suggestion/ complaint box is installed in front of the administrative block in which the students can submit in writing their grievances maintaining anonymity and also give suggestions for improving Academics in the college.
3. Advising students of the college to respect the right and dignity of one another and show utmost restraint and patience whenever any occasion of conflict arises.
4. Advising all staff to be affectionate to the students.
5. To bring to notice of the higher authorities urgently any violations of disciplinary rules.

FUNCTIONS OF THE COMMITTEE

1. Address grievance promptly on receipt in written format from the students.
2. Review all grievances and follow the UGC Guidelines whilst resolving the grievances.
3. Submit report to the Dean about the grievances addressed and also seek direction and guidance from the higher authorities if needed.

MECHANISM FOR RECEIVING & REDRESSAL OF STUDENT GRIEVANCES

- It's the endeavor Student Grievance Redressal Committee to make all efforts to ensure transparency in all the activities of students.
 - The Institute has decided to provide a mechanism for Redressal of Student's Grievance as per UGC guidelines as under
1. The Grievances may broadly be categorized under following-
 - a) Academic related to admission, tuition fees, examination, results, discrimination of students, posting, attendance, stipend, clinical work, etc.
 - b) Non-Academic- related to harassment by a colleague or the faculty/non-teaching staff, hostel issues, mess problems or any other personal issues.
 2. Any student with a grievance can approach the committee members, member secretary, nodal officer or directly to the chairperson of the committee. In case if a student is unwilling to appear in self, grievances may be dropped in writing in the suggestion/complaint box at the administrative block of the college.
 3. Minor Issues are solved by the faculty or mentors at the departmental level for the smooth functioning of the college, for issues not resolved at this stage the students approach/directed to the student grievance redressal committee and submit the grievance.
 4. The committee convenes meeting to redress the grievances of student by giving all the stakeholders involved a chance to put their stand on the issue at separate time if needed. The committee tries to solve the issue amicably.
 5. If needed guidance and direction are sought from higher authorities (Dean).
 6. After the meeting the decision was made and the report of the committee is submitted to the Dean's office accordingly and communicated to stakeholders involved.
 7. We as committee informed the students during their orientation programme, regarding the Students Grievance committee so that students get aware about the committee.



Dr. Varsha Jadhav
Dean/Principal

Yogita Dental College & Hospital, Khed, Ratnagiri