



Chopda Education Society's
College of Education Chopda, Dist. Jalgaon

Arunoday Colony, Old Shirpur Road, CHOPDA Dist. Jalgaon

(NAAC Accredited Grade-C)

Phone No.- 02586-220024 KBCNMU College Code- 140024 NCTE Code-113021

Fax No.- 02586-223480 E-mail- cbcd12@rediffmail.com Website- www.bed.ceschopda.org

Recognized by N.C.T.E. New Delhi and Affiliated to Kavayitri Bahinabai Chaudhari North Maharashtra University, Jalgaon

Outward No.-

Date:

Matrix 5.1.3

- **Institutional guidelines for students' grievance redressal**
- **Composition of the student grievance redressal committee including sexual harassment and ragging**
- **Samples of grievance submitted offline**



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➤ **Institutional guidelines for**
students' grievance redressal

CHOPDA EDUCATION SOCIETY'S COLLEGE OF EDUCATION CHOPDA, CHOPDA (Jalgaon) Maharashtra.

Institutional Guidelines for Students' Grievance Redressal:

Chopda College of Education is committed to fostering a positive and conducive learning environment for all students. As part of our commitment to transparency, accountability, and student welfare, the college has established a robust grievance redressal mechanism in accordance with guidelines approved by the appropriate statutory and regulatory bodies.

Redressal Committee Membership: The details of the members of the Grievance Redressal Committee, including the Chairman, faculty representative, student representative, and management representative, are available and regularly updated on the institutional website. This ensures transparency and accessibility of information for all stakeholders.

Awareness Programs: Regular awareness programs are conducted to communicate the guidelines for redressal of student grievances to both teachers and students. These programs aim to familiarize all members of the college community with the grievance redressal mechanism, emphasizing the importance of reporting grievances promptly.

Submission of Grievances: Students have the option to submit grievances through both online and offline channels. An online portal is available on the institutional website for the convenience of students, and there are designated physical submission points on campus. This dual provision ensures accessibility and flexibility in the submission process.

Regular Committee Meetings: The Grievance Redressal Committee meets on a regular basis to review and address submitted grievances. These meetings provide a platform for committee members to discuss and evaluate complaints, ensuring a thorough and comprehensive approach to grievance resolution.

Timely Resolution: One of the core principles of our grievance redressal mechanism is the commitment to addressing students' grievances promptly. The committee is dedicated to resolving grievances within a stipulated time frame of 7 days from the date of receiving the complaint. This ensures swift action and timely resolution of issues.

Communication of Decisions: Once a decision is reached regarding a student's grievance, the committee communicates the resolution to the concerned parties. This communication includes details of the decision, actions taken, and any follow-up measures, contributing to transparency and accountability in the redressal process.

Online Publication of Meeting Notes and Action Taken: Detailed meeting notes of the Grievance Redressal Committee and the actions taken in response to grievances are documented and made available online on the institute's official website. This practice further

enhances transparency, allowing stakeholders to access real-time information about the proceedings and outcomes of the committee.

Monitoring and Feedback: The effectiveness of the grievance redressal mechanism is regularly monitored, and feedback is sought from students and other stakeholders. This continuous evaluation process allows for improvements and refinements to the mechanism, ensuring its relevance and efficiency over time.




Principal
College of Education
Chopda Dist. Jalgaon



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- *Composition of the student grievance redressal committee including sexual harassment and Anti ragging*



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**Grievance With Anti-Ragging &
Sexual Harassment Committee**

Sr.No.	Name	Designation
1	Dr.R.V.Sonawane	President
2	Prof.N.D.Valhe	Co-ordinator
3	Hon.Madhuri P.Mayur	IQAC Member/CES'S Secretary
4	Mr. Govind B.Gujarathi	Member
5	Dr.S.B.Jadhav	Member
6	Prof. M.P.Patil	Member
7	Mr.S.D.Patil	Member
8	Adv.Manisha M. Dixit	Advocate (External Member)
9	Mrs. Pallavi S. Wani	Police




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➤ **Samples of grievance
submitted offline**



CHOPDA EDUCATION SOCIETY'S
COLLEGE OF EDUCATION, CHOPDA

Student's Grievance Form

NAME (IN CAPITAL LETTERS ONLY)	MAJI NABANDI D.
COLLEGE ROLL NO.	20
COURSE	B.ed
YEAR OF ADMISSION	2021-2022
E-MAIL ID	maji.nandini25893@gmail.com
CONTACT NUMBER	7020778208
PRESENT ADDRESS	Plot no-16, Jayhind Colony chopda.
POSTAL ADDRESS	-
PARENT'S/GUARDIAN'S NAME	Maji Devidas Bhika.
PARENT'S/GUARDIAN'S CONTACT NO.	9307683661
GRIEVANCE: Dust on Benches water is not cool. ATR - Peon cleans the benches by the help of electrician cooler are started	

DISCLAIMER: I hereby undertake that the information provided hereby is up to the best of my knowledge and belief. I will be completely liable for any disciplinary action, if any false information furnished.

N.D.M.

SIGNATURE OF THE STUDENT

NOTE:

1. Complaints/Grievances are required to be submitted in the above prescribed format (handwritten) after downloading from the college website only (with relevant documents/proof). Form should be complete in all respects; incomplete forms will not be entertained (Maximum Words Limit 250).
2. Complaints are required to be submitted in person by the complainant in a sealed envelope only on 2nd and 4th Friday of every month in the P.A. Principal's office.
3. Complainant will be contacted on given contact number only for the redressal of the grievance.
4. Complainant should retain a copy of the grievance with himself/herself.
5. Decision of the committee will be final and binding.



**CHOPDA EDUCATION SOCIETY'S
COLLEGE OF EDUCATION, CHOPDA**

Student's Grievance Form

NAME (IN CAPITAL LETTERS ONLY)	PATIL NEHA CHOTU
COLLEGE ROLL NO.	34
COURSE	B.ed
YEAR OF ADMISSION	2022-23
E-MAIL ID	Patilneha5755@gmail.com
CONTACT NUMBER	8459654162
PRESENT ADDRESS	SHREE R.B. DESHMUKH COL. SIDHIVINAY COLONY CHOPDA.
POSTAL ADDRESS	PLOT No. 8 SIDHIVINAY COLONY CHOPDA.
PARENT'S/GUARDIAN'S NAME	CHOTU SHREERAM PATIL
PARENT'S/GUARDIAN'S CONTACT NO.	7028431802
GRIEVANCE:	Toilet Is Not Clean. Dust on Benches ATR - Toilets is clean by leadly cleaner and benches are clean by peon

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Patil

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Student's Grievance Form

NAME (IN CAPITAL LETTERS ONLY)	RENTI PRAMOD INGALE
COLLEGE ROLL NO.	14
COURSE	B.Ed.
YEAR OF ADMISSION	2022-23
E-MAIL ID	renti@ingale304@gmail.com
CONTACT NUMBER	7420812409
PRESENT ADDRESS	AT. Post mamde, Tal. Chopda, Dist. Jalgaon
POSTAL ADDRESS	AT. Post mamde, Tal. Chopda, Dist. Jalgaon
PARENT'S/GUARDIAN'S NAME	PRAMOD NASANT INGALE
PARENT'S/GUARDIAN'S CONTACT NO.	7499655949

GRIEVANCE:

water is not cool

ATR - by electrician cooler
is started.

[Signature]

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[Signature]

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Student's Grievance Form

NAME (IN CAPITAL LETTERS ONLY)	MAHAJAN JAISHRI SHAHEDE
COLLEGE ROLL NO.	22
COURSE	2022-2023 B.E.d
YEAR OF ADMISSION	2023-2023
E-MAIL ID	JmahajanJayashr228@gmail
CONTACT NUMBER	8805854843
PRESENT ADDRESS	Pardesi galiy Asha touchy
POSTAL ADDRESS	Pardesi galiy ashstocky
PARENT'S/GUARDIAN'S NAME	mahajan suresh
PARENT'S/GUARDIAN'S CONTACT NO.	7083452847

GRIEVANCE:

1) water is not cool
2) Toilet is not clean

ATR - water cooler is working
now with the help of electrician
- Toilet is clean by lady cleaners

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Student's Grievance Form

NAME (IN CAPITAL LETTERS ONLY)	PRAMILA BUDHA BORELA
COLLEGE ROLL NO.	03
COURSE	B.E.D
YEAR OF ADMISSION	2020 - 21
E-MAIL ID	4578PR@gmail.com
CONTACT NUMBER	7447833402
PRESENT ADDRESS	Muh Kharyapur Borela
POSTAL ADDRESS	Post Vajapur Dist Chopda
PARENT'S/GUARDIAN'S NAME	Budha Subhan Borela
PARENT'S/GUARDIAN'S CONTACT NO.	8889070854
GRIEVANCE: Drinking water is not cool fans are not available ATR - cool water is available - solve the problem & fans are started	

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Student's Grievance Form

NAME (IN CAPITAL LETTERS ONLY)	PATIL MADHURI S.
COLLEGE ROLL NO.	28
COURSE	2020-2021 (B.ed)
YEAR OF ADMISSION	2020-2021
E-MAIL ID	patilmadhuri's.123@y.com
CONTACT NUMBER	8788150740
PRESENT ADDRESS	Plot No.23 Boryole Nagar chopda
POSTAL ADDRESS	—/—
PARENT'S/GUARDIAN'S NAME	PATIL SUNIL S.
PARENT'S/GUARDIAN'S CONTACT NO.	—

GRIEVANCE:

classroom is not clean.

ATA - Peop clean the classroom

[Signature]

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[Signature]

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Student's Grievance Form

NAME (IN CAPITAL LETTERS ONLY)	BARELA RAMESH CHIMM
COLLEGE ROLL NO.	07
COURSE	BEEd
YEAR OF ADMISSION	2018-19
E-MAIL ID	Barela.Ram.1994@gmail.com
CONTACT NUMBER	96059 75708
PRESENT ADDRESS	At. Manapur. Pst Gadagad Tal. Yawal Dist. Jalgaon
POSTAL ADDRESS	Barekchima dakha.
PARENT'S/GUARDIAN'S NAME	Barela. Navadi Chima.
PARENT'S/GUARDIAN'S CONTACT NO.	
GRIEVANCE: ① Durt in Benches. ATR - Benches are clean by peop peon 	

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Student's Grievance Form

NAME (IN CAPITAL LETTERS ONLY)	NISHA PARBAT BAVISKAR
COLLEGE ROLL NO.	10
COURSE	2018-19. B.ed.
YEAR OF ADMISSION	2018-19.
E-MAIL ID	nisha.bav102@gmail.com.
CONTACT NUMBER	89112073656.
PRESENT ADDRESS	MO. PO. ADAWAD. TA. CHOPDA
POSTAL ADDRESS	MO. PO. ADAWAD. TA. CHOPDA.
PARENT'S/GUARDIAN'S NAME	BAVISKAR PARBAT DAULAT.
PARENT'S/GUARDIAN'S CONTACT NO.	8600986452.
GRIEVANCE: Books are not available in Labarary. ATR - no of books are patches and avialble in Labarary	

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N.P. Baviskar

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Student's Grievance Form

NAME (IN CAPITAL LETTERS ONLY)	AMRUTA PUNDALIK BARI
COLLEGE ROLL NO.	09
COURSE	B.Ed
YEAR OF ADMISSION	2018-2019
E-MAIL ID	Bariamruta88@gmail.com
CONTACT NUMBER	9624997810
PRESENT ADDRESS	At. Post:- Harivithal Nagar, Reshning, Tal: chopda dist: Jalgaon
POSTAL ADDRESS	At Post:- Harivithal Nagar in front of Reshning shop, Jalgaon
PARENT'S/GUARDIAN'S NAME	PUNDALIK TRAMBAK BARI
PARENT'S/GUARDIAN'S CONTACT NO.	9657903206
GRIEVANCE:	Geography lab lab is not clean ATR- All labs and rooms are clean by persons

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ABAEU

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