



**SRIMATH SIVAGNANA BALAYA SWAMIGAL TAMIL,  
ARTS , SCIENCE COLLEGE, MAILAM – 604 304.**  
(Affiliated by Annamalai University)

**Student's Grievance Form**

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| <b>NAME</b><br>(IN CAPITAL LETTERS ONLY)                                   |  |
| <b>COLLEGE ROLL NO.</b><br>(Please attach a copy of College Identity Card) |  |
| <b>COURSE</b>  |  |
| <b>YEAR OF ADMISSION</b>   |  |
| <b>EMAIL ID</b>  |  |
| <b>CONTACT NUMBER</b>  |  |
| <b>PRESENT ADDRESS</b>   |  |
| <b>POSTAL ADDRESS</b>  |  |
| <b>PARENT'S/GUARDIAN'S NAME</b>  |  |
| <b>PARENT'S/GUARDIAN'S CONTACT NO.</b>                                     |  |
| <b>GRIEVANCE:</b>  |  |
|  |  |

**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.

**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 2<sup>nd</sup> and 4<sup>th</sup> 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.