

OFFICE ORDER- STUDENT GRIEVANCE COMMITTEE - 2025-26

27/08/25

Subject: Constitution of Student Grievance Committee for Session 2025-2026 as per UGC Norms

The Student Grievance committee is constituted to collect Student Grievances and for resolving the same. The Committee will convene in the month of August 2025 for the academic session 2025–2026.

The Student Grievance Committee will comprise of the following members:

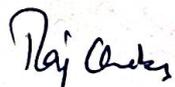
S.No.	Name of Members	Designation	Contact No.	Mail Id
1	Major General (Dr.) Rajesh Chaba	Convener/ Chairperson	7534822224	principalaimsr@acropolis.in
2	Ms. Arti Rao	Member	9826212779	aartirao@acropolis.edu.in
3	Dr. Subhi Joshi	Member	8770912171	subhijoshi@acropolis.edu.in
4	Ms. Varsha Dube	Member	9893523165	varshadube@acropolis.edu.in
5	Ms. Pratashi Porwal	Member	8959232306	pratashiporwal@acropolis.edu.in
6	Dr. Khushbu Sahu	Member	9691793455	khushbusahu@acropolis.edu.in
7	Ms. Mahima Devda	Member	8251084442	mamdadevda@acropolis.edu.in
8	Mr. Rajvardhan Singh	Student representative	9993664329	rajvardhangoud.bcom21@acropoli s.edu.in
9	Mr. Yash Kulshresatha	Special Invitee	7869909760	yashkulshresatha@gmail.com

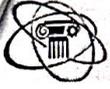
Role and Responsibilities:

1. Committee will accept grievances related to students affairs.
2. Committee will aim to resolve the issue within one week (subject to nature of grievance).
3. Committee will conduct at least two meetings in a year.
4. Annual report will be prepared and submitted to IQAC at the end of session.
5. Student may register his/her complaint to above designated member or mail to grievance@acropolis.in

Copy to:

1. Chairperson
2. Secretary
3. Members


Principal
Acropolis Institute of Management
Studies & Research, Indore (M. P.)



UGC Guideline 2023 for Student Grievance Redressal Committees (SGRC)

- (i) A complaint from an aggrieved student relating to the institution shall be addressed to the Chairperson, Students' Grievance Redressal Committee (SGRC).
- (ii) Every Institution shall constitute such number of Students Grievance Redressal Committees (SGRC), as may be required to consider grievances of the students with the following composition, namely:
 - a) A Professor – Chairperson
 - b) Four Professors/Senior Faculty Members of the Institution as Members.
 - c) A representative from among students to be nominated on academic merit/excellence in sports/performance in co-curricular activities – Special Invitee.
- (iii) At least one member or the Chairperson shall be a woman and at least one member or the chairperson shall be from SC/ST/OBC category.
- (iv) The term of the Chairperson and members shall be for a period of two years.
- (v) The term of the special invitee shall be one year.
- (vi) The quorum for the meeting including the Chairperson, but excluding the special invitee, shall be three.
- (vii) In considering the grievances before it, the SGRC shall follow principles of natural justice.
- (viii) The SGRC shall send its report with recommendations, if any, to the competent authority of the institution concerned and a copy thereof to the aggrieved student, preferably within a period of 15 working days from the date of receipt of the complaint.
- (ix) Any student aggrieved by the decision of the Students' Grievance Redressal Committee may prefer an appeal to the Ombudsperson, within a period of fifteen days from the date of receipt of such decision.