SRI SHANMUGHA COLLEGE OF NURSING FOR WOMEN
Approved by Government of Tamilnadu & TNNMC,Approved by Indian Nursing Council, New Delhi
Affilitated to The Tamilnadu Dr. M.G.R Medical University, Chennai
Sankari- Tiruchengode Main Road, Pullipalayam, Morur (Po), Sankari(Tk), Salem (dt), Tamilnadu, Pin- 637304
E-mail : principalsrishanmughacon@gmail.com | info@shanmughanursing.edu.in
www.shanmughanursing.edu.in | Phone : 04283 262925, 261899, 262922

STUDENT GRIEVANCE REDRESSAL FORM

(STRICTLY CONFIDENTIAL AND FOR OFFICIAL USE ONLY)

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1. Student Details:

- **Name:** _____
- **SIN Number:** _____
- **Program / Year:** _____
- **Contact Number:** _____
- **Email ID:** _____

2. Grievance Type *(Please tick the appropriate option):*

☐ Academic
☐ Administration
☐ Examination
☐ Library / Lab Facility
☐ Hostel / Mess
☐ Transportation
☐ Harassment (Ragging / Gender / Others)
☐ Scholarship / Finance
☐ Others (Please Specify): _____

3. Description of the Grievance:

(Kindly explain your grievance clearly and briefly)

_____
_____
_____
_____

4. Previous Action Taken (if any):

- Have you previously reported this grievance?
  ☐ Yes ☐ No
- If Yes, to whom and when: _____
- Outcome (if any): _____

5. Relief / Action Expected:

_____
_____

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6. Declaration:

I hereby declare that the information provided above is true and complete to the best of my knowledge. I understand that any false information may lead to disciplinary action.

Signature of the Student: _____
Date: _____

For Office Use Only;

- **Received By: _____**
- **Date Received: _____**
- **Action Taken / Remarks:**

_____
_____

Final Resolution Date: _____

STUDENT GRIEVANCE REDRESSAL PORTAL

At **Sri Shanmugha College of Nursing for Women**, we are dedicated to fostering a safe, inclusive, and supportive learning environment for all our students. To ensure your concerns are heard and addressed promptly, the institution has established a transparent and responsive grievance redressal mechanism.

📪 Raise Your Concern

If you are experiencing any issue related to:

- Academic matters
- Facilities and infrastructure
- Discrimination or harassment
- Peer or faculty interactions
- Hostel or campus services
- Any other student-related grievance

You are encouraged to write to us directly.

✉ Email your grievance to: studentgrievances.sscon@shanmugha.edu.in

📝 What to Include in Your Email:

To help us address your grievance effectively, please include:

- Full Name
- SIN Number
- Program & Year
- Contact Number or Email
- Subject of the Grievance
- A brief but clear description of the issue
- Any relevant documents (if applicable)

🔒 Confidentiality & Resolution

All grievances will be handled with the utmost confidentiality and reviewed by the **Grievance Redressal Committee**. Appropriate actions will be taken in a fair and timely manner.

Your voice matters. Let’s work together to create a positive and respectful campus environment.