APPLICATION FORM FOR REDRESSAL TO GRIEVANCE COMMITTEE
(Revised on 2nd Apr 2016)

1. Name in full: ............................................................... Regn. No. ......................

2. Parent’s name .......................................................... Phone No. ......................
   (F/M/G#):

3. Dept./Branch ............................................................ Sem/Sec. ......................

4. Email ID ................................................................. Phone No. ......................

5. Hosteller/Day scholar. If hosteller, specify the Hostel/Room No: ...........................................

6. Valid reason(s) for redressal to Grievance Committee: ............................................................
   .................................................................................................................................

7. Supporting Documents attached.
   (i) Undertaking of Student: Yes/No
   (ii) Undertaking of parent: Yes/No
   (iii) Copy of the notification of punishment ordered by Director, SMIT: Yes/No

8. Total nos. of punishments awarded as on date: ...........................................................................

9. Signature of the student: ............................................. Date: ....../...../........

10. Remarks by FE, SMIT about outstanding fees if any: .............................................................
    ........................................................................................................................................

11. Recommended by HOD/ Dean (A)*: .................................. Date:..............................

12. Approved by Director/ Dean (A): .................................... Date: ..............................

13. Duly filled in application endorsed/approved by the competent authorities along with supporting
documents as stated above shall be submitted to the Dean (A) and the FE, SMIT for 
record and further actions.[Contact No: 03592- 246145 OR 03592- 246117/ 246118/ 246119/ 246120 
ext: 270, FE: 330, 226]

# F: Father/M: Mother/G: Legal guardian – Strike out whichever is not applicable
* Dean (A) only for 1st. year students and HODs for Higher semester students.