



Malabar Training College, Peravoor

Thiruvonapuram, Peravoor, Kannur, Kerala, 670673

(Affiliated to Kannur University, Recognized by NCTE New Delhi)

Email - mcpperavoor@gmail.com, AISHE CODE: C-43818 Ph: 0490 2447170

(A Unit Under Malabar Educational & Charitable Trust, Kannur)

Date.....

INSTITUTIONAL GUIDELINES FOR STUDENTS' GRIEVANCE REDRESSAL

1. Malabar Training College has a grievance redressal committee, and the details of its members are available on our website.
2. The Grievance Redressal Committee at Malabar Training College, is responsible for hearing, investigating, and resolving student complaints, grievances, or conflicts.
3. Students are required to submit a written, signed petition/complaint to any member of the committee within 5 days after the occurrence of the grievance.
4. The Grievance Redressal Committee shall thoroughly examine the matter, reviewing relevant documents and evidence.
5. The committee aims to address the issue within 12 working days from the date of receipt of the complaint.
6. If students are dissatisfied with the decision of the Grievance Redressal Committee, they have the option to file a review appeal to the principal of the institution.
7. In the event that a member of the Grievance Redressal Committee is directly involved in the grievance of the aggrieved individual, that particular member shall abstain from participating in the deliberations regarding that specific case.

Malabar Training College is committed to promptly addressing student grievances and ensuring a fair and transparent process for resolution. Students can register their academic and non-academic grievances through written submissions or online platforms, with actions taken promptly upon consideration.