

**APPLICATION FORM FOR REDRESSAL TO GRIEVANCE COMMITTEE**  
**(Revised on May 2019)**

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 1<sup>st</sup>. year students and HODs for Higher semester students.