

## UNIVERSITY OF KERALA

Thiruvananthapuram, Kerala, India – 695034

(Established as University of Travancore by the Travancore University Act in 1937 and reconstituted as University of Kerala by the Kerala University Act of 1957 and presently governed by the Kerala University Act of 1974 passed by the Kerala State Legislative Assembly)  
(Re-accredited by NAAC with 'A<sup>++</sup>' Grade)

No. 54179/CDC/2023/UOK

Dated: 21.09.2023

From

The Registrar

To

The Principals of All Affiliated Colleges

Sir/Madam

Sub:- Constitution of Students' Grievance Redressal Committee at College Level-reg

Ref:- Clause 5 of the UGC (Redressal of Grievances of Students) Regulations 2023

UGC vide paper read(1) above stipulates that there shall be a Students' Grievance Redressal Committee(SGRC) at every institution to provide opportunities for redressal of certain grievances of students already enrolled in any institution. The UGC has directed all Higher Education Institutions to comply with the provisions of the Regulations and to constitute the SGRC.

In compliance with the above stipulations of UGC (Redressal of Grievances of Students) Regulations 2023, Principals of colleges affiliated to University of Kerala are directed to constitute Students' Grievance Redressal Committee(SGRC) at college level with the following composition

1. A Professor- Chairperson
  2. Four Professors/Senior Faculty Members of the College as Members.
  3. A representative from among students to be nominated on academic merit/excellence in sports/performance in co-curricular activities-Special Invitee.
- 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.
  - The term of the chairperson and members shall be for a period of two years.
  - The term of the special invitee shall be one year.
  - The quorum or the meeting including the Chairperson, but excluding the special invitee shall be three.

In considering the grievances before it, the SGRC shall follow principles of natural justice. 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, preferable within a period of 15 working days from the date of receipt of the complaint.

The Action taken report in this regard may be submitted to the email



id:[dcdc@keraluniversity.ac.in](mailto:dcdc@keraluniversity.ac.in) at the earliest without fail.

Notification issued by UGC regarding the UGC (Redressal of Grievances of Students) Regulations 2023 is appended herewith.

Yours faithfully  
Prof. (Dr.) K S Anil Kumar  
Registrar

