

NOTICE

Ref No: BBC/SGRC/UGC/2026/01

Date: 14 October 2026

Subject: Formation of Students' Grievance Redressal Committee (SGRC)

In compliance with the **University Grants Commission** (Redressal of Grievances of Students) Regulations, 2023, and **University of Calcutta** circular no. C/269/Circular dated 06-10-26 **Budge Budge College** has formally constituted the **Students' Grievance Redressal Committee (SGRC)** as prescribed by UGC. The primary objective of this committee is to provide a fair, transparent, and highly accessible mechanism for the timely redressal of legitimate grievances faced by currently enrolled students as well as those seeking admission.

The newly formed committee consists of the following members:

Sl. No.	Name	Designation	Role in SGRC
1	Dr. Sandip Sinha	Associate Professor	Chairperson
2	Dr. Kakali Ghoshal	Associate Professor	Member
3	Dr. Dipak Mandal	Associate Professor	Member
4	Dr. Priyanka Bose Das	Assistant Professor	Member
5	Dr. Poulomi Roy	Assistant Professor	Member
6	Sk. Farheen	Student (Based on Academic Merit)	Special Invitee

Key Guidelines & Procedures:

- **Scope of Grievances:** Students may submit complaints regarding academic matters, admissions, fee structures, discrimination, non-payment of scholarships, or any infrastructure deficiencies as defined under Clause 3(1)(f) of the UGC 2023 Regulations.
- **Submission Process:** Aggrieved students can submit their applications either **online** through the designated grievance portal on the college website or **offline** via the physical drop-box placed near the administrative block.
- **Redressal Timeline:** The SGRC will fix a hearing date, communicate it to the parties involved, and submit its findings/recommendations **within 15 days** of receiving the complaint.
- **Appeals:** If a student is unsatisfied with the decision of the SGRC, they may prefer an appeal to the **Ombudsperson** appointed by the affiliating university (University of Calcutta).

All students are encouraged to familiarize themselves with their rights and utilize this platform to maintain a healthy, safe, and progressive academic environment on campus.

Partha Pratim Chaudhuri 14/10/26

Teacher – in - Charge

Partha Pratim Chaudhuri, Ph.D

Teacher-In-Charge

Budge Budge College