



Ref. No:- LTCE/EXAM/2024/A-2402

Date:- 24/10/2024

NOTICE

Examination Grievance Redressal Committee (EGRC)

An Examination Grievance Redressal Committee (EGRC) is hereby constituted by the Chairman of the Examination Committee for the Academic Session 2024-2025. The Committee shall function under the authority of the Chairman of the Examination Committee and exercise such powers as delegated to it from time to time.

The Committee is as follows:

1	Dr S. K. Shinde	Principal	Chairperson
2	Dr R.N. Duche	Dean (R & D)	Member
3	Dr Sheeba P.S	Dean (Academics)	Member
4	Dr J. J. Dange	Dean (Student Affair)	Member
5	Prof. Dolly Boban	FE HoD	Member

Duties and Responsibilities of the Grievance Redressal Committee (GRC):

1. The Grievance Redressal Committee (GRC) shall convene at the date, time, and venue designated by the Controller of Examinations (CoE). It shall undertake a thorough review of student grievances on the assessment of answer scripts, discrepancies in mark entries, or errors arising from result-processing software.
2. All examination-related grievances received by the CoE shall be formally referred to the GRC for detailed examination and objective scrutiny.
3. The Committee shall authenticate and validate each grievance by examining the original records and relevant documentation maintained by the CoE, Heads of Departments, and concerned faculty members.
4. In cases involving alleged undervaluation, the GRC may recommend an independent evaluation by a qualified examiner selected from the approved panel or an external subject expert. Based on the findings and applicable regulations, the Committee shall recommend whether a revision of marks is warranted.
5. Upon completion of the verification process, the GRC shall record its observations and recommendations for each case and submit a consolidated report to the Examination Committee (EC) for further consideration.
6. The tenure of the Grievance Redressal Committee shall be three years from the date of its constitution, subject to any modifications or reconstitution by the competent authority.


Dr. Subhash K. Shinde
Principal



Copy to: Registrar / All Deans / COE / Dy. COE / All HODs / All above Members