



KRISTU JYOTI COLLEGE OF MANAGEMENT AND TECHNOLOGY

An ISO : 9001 - 2015 Certified Educational Institution
Affiliated to M.G. University, Kottayam
Approved by AICTE, New Delhi

KJCMT/IEC-UG/PG/2022-2023 /GRF

Complaint No: UG/PG-IEC/GR/.....

GRIEVANCE REDRESSAL FORM FOR INTERNAL EXAMINAION

Name of the Student	
Details of the Internal Exam (Please Attach Required Documents)	
Course and Year	
Nature of Grievance	
Signature with date	
Resolution by Concerned Subject Faculty:	

COMMENTS

H O D :

FOR IEC USE ONLY

IEC Conveners Remark:

PRINCIPAL :

**Convener,
KJCMT IEC**



KRISTU JYOTI COLLEGE OF MANAGEMENT AND TECHNOLOGY

An ISO : 9001 - 2015 Certified Educational Institution
Affiliated to M.G. University, Kottayam
Approved by AICTE, New Delhi

KJCMT/IEC-UG/PG/2022-2023 /GRF

--/--/20...

To,

Ms/Mr

.....UG/PG Programme

Dear

Sub: Response to your grievance letter to IEC (Complaint No: UG/PG-IEC/GR/.....) reg:

This is in response to your grievance letter to KJCMT UG IEC-Complaint No: UG/PG-IEC/GR/..... dated --/--/20--.. KJCMT UG/PG IEC has carefully reviewed your letter and the response from the concerned subject faculty. It has been decided that (Decisions, Reasons) etc.....

Hence your grievance has been denied/solved/accepted with following instructions*

* Date of RESIT, Revaluation, Approval for RESIT with letter from parents, etc.

Ref: MoM, KJCMT, UG/PG, IEC, dated--/--/20—

Convener,
KJCMT IEC

Copy to,

1. The Principal
2. Head of The Department
3. Dr/Mr/Mrs Faculty
4. IEC file