



MNR MEDICAL COLLEGE & HOSPITAL

MNR Nagar, Fasalwadi, Sangareddy – 502 294, Sangareddy Dist. Telangana. India

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STUDENT GRIEVANCE REDRESSAL MECHANISM

Students sends complaint through E-Mail

Verification of the Grievance

Action taken by the committee

Information to the complainant on redressal

STEP 1: LODGING OF COMPLAINT

Students are required to fill out the Student Grievance Form and submit the same via email or as a handwritten letter .

Students must mention their credentials (name, course, Phase ,Phone Number) in their complaint.

STEP 2: VERIFICATION

On receiving the complaint, the Committee Head will record and verify the complaint.

STEP 3: ACTION TAKEN

After verification of the complaint, the Committee acts upon the complaint and takes the measures necessary to resolve the issue.

STEP 4: INTIMATING THE STUDENT

Once the complaint has been resolved, the student is informed about the outcome and the complaint is considered closed .