

DEPARTMENT OF BOTANY

Grievances received during 2021-22 related to Internal/External Examinations


Sl. No.	Name of the Complainant	Class	Date	Type of exam (Internal/External)	Summary of Grievance	Nature of Grievance	Status of Grievance	Action taken	Time taken to resolve
1.	Anjana AK	II PG	3.8.2021	Internal	Got less marks than deserving	Oral	Solved	Revalued and better marks awarded	2 days
2.	Souparnika MN	V Sem Botany	4.7.2021	Internal	Couldn't submit answer sheets on time due to phone issues	Oral	Solved	Extended the time for submission	One day
3.	Athulya KC	II PG	16.7.2021	Internal	Couldn't attend online proctored exam	Oral	Solved	Conducted MCQ	3 days
4.	Anargha SL	II PG	17.9.2021	Internal	Couldn't submit the scanned answer sheets on time due to network issues	Oral (Phone call)	Solved	Extended the time for submission	1 day
5.	All students	II PG	-	External	Got the specimens for the practical examination which was out of syllabus	Oral	Solved	Informed the concerned authorities	One week
6.	Ashraya	V Sem	4.12.2021	Internal	Couldn't attend the Internal Exam	Oral	Solved	Conducted re-test	One week


Dr. Deena Meria Jose
 Associate Professor & Head
 Department of Botany
 Providence Women's College
 Kozhikode- 673009, Kerala

Department of Business Administration

GRIEVANCE REDRESSAL 2021-22

Sl no	Name of the student	Class	Level of exam	Summary of grievance	Nature of grievance	Status	Time taken to solve
1.	Fathima Mehatab K. P.	II BBA	Internal	Study leave in between exam	Written	Solved	1 Day
2	Chandana	IIBBA	Internal and external	Need study leave	Written	Solved	1 Day
3	Afna Fathima	II BBA	Internal and external	Need study leave	Written	Solved	1 Day
4	Dhaniya.M.A	II BBA	Internal and external	Need study leave	Written	Solved	1 Day
5	Raniya .K	III BBA	Internal	Less mark given than expected	Oral	Solved	1 Day
6	Safanoor	III BBA	Internal	Retest	Written	Solved	1 Day
7	Sneha K Mohan	III BBA	Internal	Less mark given for seminar	Oral	Solved	1 Day

K. DEEPA ASHOK 
HEAD OF THE DEPARTMENT OF
BUSINESS ADMINISTRATION
PROVIDENCE WOMEN'S COLLEGE
CALICUT- 673 003

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009

GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
1/11/2	<ul style="list-style-type: none">• There should be atleast four fans in a class room.• Study leaves should be provided in between university exams and internal exams	
Action Taken		
Study leave granted for Internal Exam		

Signatures



Head of the Department & Tutor
HEAD OF THE DEPARTMENT OF
BUSINESS ADMINISTRATION
PROVIDENCE WOMEN'S COLLEGE
CALICUT- 673 009

A F N A FATHI



Complaints

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009
GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
13/1/22	We request you to conduct re-test for not attending and low marks for internah.	
Action Taken		
Re-test conducted for student with genuine reason.		

Signatures

Head of the Department / **HEAD OF THE DEPARTMENT OF
BUSINESS ADMINISTRATION
PROVIDENCE WOMEN'S COLLEGE
CALICUT-673 009**

Complaints

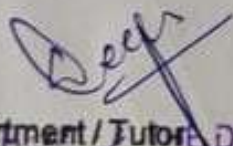
PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009
GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
18 Jun 2024	Need atleast a day gap between University exams. Canteen: - • Staff working there are not wearing any gloves, while taking food items! •	

Action Taken

Regarding canteen staff :- Informed the grievance to the concerned authorities & necessary action shall be taken.

Signatures



CHANDANA -



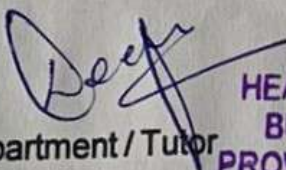
Head of the Department / Tutor, DEPARTMENT OF
 BUSINESS ADMINISTRATION
 PROVIDENCE WOMEN'S COLLEGE
 CALICUT- 673 009

Complaints

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009
GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
8/10/21	Please grant study leaves between the exams, continuous exams without providing leaves are causing health issues to students such as headaches, stress ... etc.	
Action Taken		
Study leave granted for internal exams.		

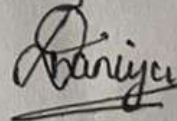
Signatures



Head of the Department / Tutor

HEAD OF THE DEPARTMENT OF
BUSINESS ADMINISTRATION
PROVIDENCE WOMEN'S COLLEGE
CALICUT- 673 009

Dhaniya M.A




Complaints

Department of Chemistry

Internal/external examination related grievances: 2021-22


SI No	Name of the complainant	Date	Class	Type of Exam	Summary of the grievance	Action Taken	Status of Grievance	Time taken to solve
1	Janis Bobby	25/03/22	I DC	Internal	Unable to write the I semester internal exam due to covid-19	Retest was conducted	Solved	2 days
2	Sanika Sunil M. K.	25/03/22	I DC	Internal	Unable to write the I semester internal exam because of post covid complications	Retest was conducted	Solved	2 days
3	Sagarika Surendran K.	28/03/22	I DC	Internal	Unable to write the I semester internal exam due to covid-19	Retest was conducted	Solved	1 day
4	Hanin Sharafa	29/03/22	II DC	Internal	Less marks in III semester internal and request for retest.	Discussed about how to answer the questions and conducted the retest.	Solved	1 day
5	Manya R.	29/03/22	II DC	Internal	Unable to write the III semester internal exam due to covid-19	Retest was conducted	Solved	1 day
6	Archana M. K.	29/03/22	II DC	Internal	Unable to write the III semester internal exam due to viral fever	Retest was conducted	Solved	1 day
7	Yudhika M.	22/06/22	I DC	Audit course exam	Difficulty in submitting online audit course exam on time due to net connectivity issues	Retest was conducted with increased submission time.	Solved	1 day
8	Akhina K. Krishnan	22/06/22	I DC	Audit course exam	Difficulty in submitting online audit course exam on time due to net connectivity issues	Retest was conducted with increased submission time.	Solved	1 day

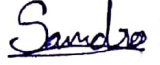

Sr. ASHA THOMAS
Assistant Professor & Head
Dept. of Chemistry
Providence Women's College
Calicut-9

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009
GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS by
02/08/21	I couldn't submit the assignment due to poor network connectivity, on the scheduled date. kindly extend the submission time.	Sandra T.P.
<p style="text-align: center;">Action Taken</p> <p style="text-align: center;">Extended the submission time</p>		

Signatures


(Tutor)
Head of the Department / Tutor


Complaints by

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009
GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS <i>by</i>
03/08/21	Couldn't submit the online assignment due to poor net connectivity. kindly extend the submission date.	Aparna . P

Action Taken

Extended the submission time.

Signatures



Head of the Department / Tutor



Complaints *by*

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009

GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS <i>by</i>
<i>25/03/22</i>	<i>I was tested covid positive during the internal examination (Feb 14 - 16) So kindly conduct a retest for 1 Sem Internal exam</i>	<i>Janis Bobby</i>

Action Taken

conducted the retest

Signatures

[Signature]
Head of the Department / Tutor

[Signature]
Complaints *by*

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009
GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS by
25/03/20	I was having breathing issues during I st sem internal examination so I request to conduct the retest	Sanika Sunil Mk
<p style="text-align: center;">Action Taken</p> <p style="text-align: center;">Conducted the retest</p>		

Signatures



Head of the Department / Tutor



Complaints by

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009

GRIEVANCE REDRESSAL FORM

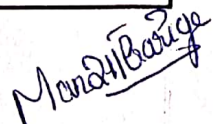
DATE	GRIEVANCE	COMPLAINTS by
28/03/22	I was tested covid +ve during the internal examination (First sem Feb 14-16). So kindly conduct a retest for 1st sem internal examination.	Sagariga Suzendran.K

Action Taken

Conducted the retest

Signatures


Head of the Department / Tutor


Complaints by

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
GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS by
29/03/22	I was affected ^{with covid} at the time of scheduled exam date. kindly conduct a retest for the 3 rd Sem internals	Manya. R

Action Taken

Retest was conducted

Signatures


Head of the Department / Tutor


Complaints by

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009

GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS by
29/03/22	Due to less marks received in internal Exams. kindly conduct a retest for the 3rd sem internals.	Hanin Sharafa
<p style="text-align: center;">Action Taken</p> <p>Conducted the retest and discussed her about answering the questions properly</p>		

Signatures



Head of the Department / Tutor



Complaints by

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009
GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS by
29/03/22	I was affected with viral fever at the time of scheduled exam date. kindly conduct a retest for the 3 rd sem internals	Archana.M.k
<p style="text-align: center;">Action Taken</p> <p style="text-align: center;">Retest was conducted</p>		

Signatures


Head of the Department / Tutor


Complaints by

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009

GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS <i>by</i>
22/6/22	Due to Network Connectivity Issue, I was not able to attend the 11nd sem audit exam. I kindly request to re-conduct the exam.	Yudhika. M.
<p style="text-align: center;">Action Taken</p> <p style="text-align: center;">Retest was conducted.</p>		

Signatures

Head of the Department / Tutor

Complaints *by*

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009

GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS by
22/06/22	As I was facing net connectivity issues during online examination, I couldn't attend it. So kindly arrange a retest for second semester Audit exam.	Akshina K Krishnan
<p style="text-align: center;">Action Taken</p> <p style="text-align: center;">Retest was conducted</p>		

Signatures



Head of the Department / Tutor

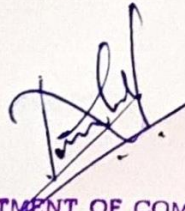


Complaints by

**INTERNAL/ EXTERNAL EXAMINATION RELATED GRIEVANCES RECEIVED
DURING THE YEAR 2021-22**

DATE	NAME OF THE STUDENT	CLASS	LEVEL OF EXAM	SUMMARY OF GRIEVANCE	FACULTY HANDLED THE GRIEVANCE	ACTION TAKEN	STATUS
04/08/2021	Alia Fuad	S2 B.Com	Internal	Postpone internal exam	Ninikala K	Exam was conducted on scheduled date	Solved
19/09/2021	Arya	S1 M.Com	Internal	Postpone internal exam	Shaswati T	Exam rescheduled	Solved
08/12/2021	Anusha	S3 M.Com	Internal	Reschedule afternoon exam to morning	Vidhya krishna T	Rescheduled to morning	Solved
20/01/2022	Anna Merine	S1 M.com	Internal	Postpone internal exam	Vidhya krishna T	Rescheduled to February 2022	Solved
20/01/2022	Chinnu Prakash	S1 M.Com	Internal	Reduce the portions of Internal exams	Ninikala K	Reduced the portion	Solved

28/02/2022	Samaya P K	S6 B.Com	Internal	Seminar mark was not entered	Shiji P	Mark was entered and made changes in the consolidated marks	Solved
28/02/2022	Nandana A R	S6 B.Com	Internal	Seminar mark was not entered	Shiji P	Mark was entered and made changes in the consolidated marks	Solved



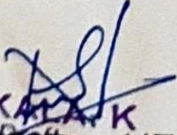
HEAD OF THE DEPARTMENT OF COMMERCE
PROVIDENCE WOMEN'S COLLEGE
CALICUT - 673 009

Department of Commerce
Providence Women's College
Calicut - 673 009

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009

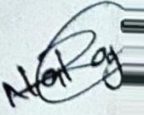
GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
28.2 2022	I have submitted seminar after the due date and the internal mark was not recorded. I request you to record my internal mark	Nandana AR
Action Taken		
Seminar mark was entered and consolidated internal changed from 13.5 to 17.		


NINI K
Head of the Department / Tutor
Dept. of Commerce
Providence Women's College
Calicut - 673 009

Signatures




Complaints

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009
GRIEVANCE REDRESSAL FORM

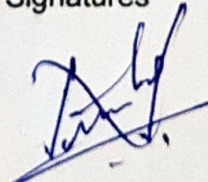
DATE	GRIEVANCE	COMPLAINTS
4/8	Respected Maam, We the second semester students requested you to postpone internal exam	Student Representative

Action Taken

As it is a common date, exam
can't be postpone

Signatures


NINIK A. K.
Asst. Professor / Tutor
Head of the Department / Tutor
Dept. of Commerce
Providence Women's College
Calicut - 673 009



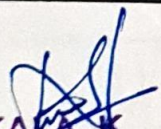

Complaints

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009

GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
29/9/21	<p>Ma'am,</p> <p>Postpone please postpone the Financial management 5th internal exam due to arrival of first Semester university exam.</p>	Arya.
<p style="text-align: center;">Action Taken</p> <p>Third Semester First Internal Exam re-scheduled to december 2021</p> <p style="text-align: center;"><i>Sarwat</i></p>		

Signatures


NINIKAKA K
 Head of the Department / Tutor
 Dept. of Commerce
 Providence Women's College
 Calicut - 673 009


 Arya
 Complaints

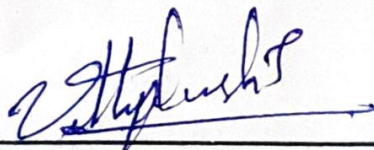
PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009

GRIEVANCE REDRESSAL FORM

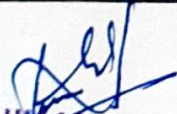
DATE	GRIEVANCE	COMPLAINTS
8/2/21	we request you to re-schedule the afternoon exams to morning.	Anusha

Action Taken

Re-scheduled the exam to morning



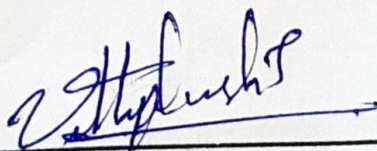
Signatures


NINIYALA, K
Asst. Professor
Head of the Department Tutor
Dept. of Commerce
Providence Women's College
Calicut - 673 009

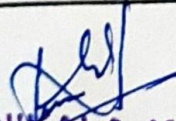

Anusha
Complaints

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009

GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
8/2/21	we request you to re-schedule the afternoon exams to morning.	Anusha
<p style="text-align: center;">Action Taken</p> <p style="text-align: center;">Re-scheduled the exam to morning</p> <p style="text-align: center;"></p>		

Signatures


NINIYALA. K
Head of the Department / Tutor
Dept. of Commerce
Providence Women's College
Calicut - 673 009


Complaints

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009


GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
20/1/22	we request you to postpone first semester internal Exams scheduled on 25 th january 2022 to second week of February 2022.	Anna Meene

Action Taken

As per students Request Ist Sem internal exam has been Re-scheduled to february 2022.


Signatures


NINIKALA. K
Asst. Professor / Tutor
Head of the Department
Dept. of Commerce
Providence Women's College
Calicut - 673 009

Complaints

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009


GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
20/1/23	I request you to Reduce the portions added for 1 st internal in Quantitative Techniques	Chinnu Prakash.

Action Taken

As per the request of the students Quantitative techniques portions was reduced from 3 Modules to 2 module.

Signatures


NINIKAL A. K.
Asst. Professor
Head of the Department / Tutor
Providence Women's College
Calicut - 673 009




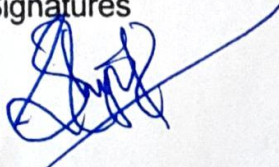

Complaints

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009

GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
28.2 2022	I have submitted seminar by Assignment after the due date and the marks were not recorded So I kindly request you to give record my internal marks	Samaya. P. K
Action Taken Mark were entered in the internal register and consolidated internal marks changed from 14 to 16.		


NINIKALA K
Head of the Department / Tutor
Dept. of Commerce
Providence Women's College
Calicut - 673 009


Signatures



Complaints

B.Sc Computer Science 2021 -22

Document for Internal Evaluation and Grievance Redressal

Sl No.	Name	Class	Level of Exam(Internal/ External)	Summary of Grievance	Nature of the Grievance (Oral/Written)	Status of the Grievance (Solved/ Unsolved)	Time taken to solve(No. of Days)
1	Ayshathul Hamna	II DC	Internal	Change in Internal Marks	Written	Solved	1 Day
2	Dharmaja	III DC	Internal	Postponement of Internal Exams	Written	Solved	1 Day
3	Dhalal Vanissery	I DC	Internal	Retest of Internal Exams	Written	Solved	1 Day

Savitha. S.V
Dept. of 
Providence Women's College
Calicut-9

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009

GRIEVANCE REDRESSAL FORM

Ayishathul Hamna 2nd DC

DATE	GRIEVANCE	COMPLAINTS
11/01/2022	There is a change in my internal marks published. kindly do the needful	

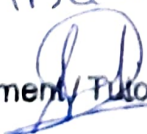
Action Taken

Internal marks changed

Signatures

Savitha .S.V

Head of the Department / Tutor



Dept. of ...
Providence Women's College
Calicut-9



Complaints

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009

GRIEVANCE REDRESSAL FORM

DHARMAJA 3rd DC

DATE	GRIEVANCE	COMPLAINTS
8/1/2022	kindly requesting to the postponement of the internal exams.	

Action Taken

Postponed the internal exams

Signatures

Savitha . S . V



Head of the Department / Tutor

Dept. of Computer Science
Providence Women's College
Calicut-9



Complaints

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009

GRIEVANCE REDRESSAL FORM

Phalal. Vanissery 1st DC

DATE	GRIEVANCE	COMPLAINTS
3/2/2022	Kindly requesting you to provide the retest of the HTML Internal Exams	

Action Taken

Retest Provided

Savitha. S. V



Head of the Department / Tutor

Signatures

Dept. of Computer Science
Providence Women's College
Calicut-8



Complaints

BA ECONOMICS 2021-22

Document for Internal Evaluation and Grievance Redressal

SI No	Name	Class	Level of Exam (Internal/External)	Summary of Grievance	Nature of Grievance (Oral/Written)	Status of Grievance (Solved/Unsolved)	Time Taken to Solve (No. of days)
1	Nandana N	I DC	Internal	Retest of Internal Exam	Written	Solved	1
2	Arathi Krishna C	II DC	Internal	Exam postponement	Written	Solved	1
3	Arya Mohan Raj	I DC	Internal	Retest of Internal Exam	Written	Solved	1

GRIEVANCE REDRESSAL FOR INTERNAL ASSESSMENT

2021-22

DATE	GRIEVANCE	NATURE OF COMPLAINT - ORAL/ WRITTEN	NAME OF STUDENT/S	ACTION TAKEN	TIME TAKEN TO RESOLVE THE MATTER
9/8/2021	Request for extension of time for submission of Assignments on account of online classes	Written	Students of PG II Semester	Date of submission extended by one week	1 day
19/11/2021	Request for retest on account of illness	Oral	Archana Vijaykumar, V Semester B.A.English	Retest conducted on 22/11/2021	Request granted immediately
24/1/2022	Request for seminars to be presented in online mode	Written	Students of PG III semester	Permission granted	1 day
14/3/2022	Request for I semester Internal exams to be extended by a week	Written	Students of PG I Semester	Tests rescheduled	2 days




The Head of the Dept.
Research Dept. of English
Vandana Women's College
Mankhede

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009
GRIEVANCE REDRESSAL FORM


DATE	GRIEVANCE	COMPLAINTS
9/8/2021	Kindly extend the time for the submission of assignments since the portions were mainly covered in online mode and we dont have enough material.	Students of II Semester M.A. English.
<p align="center">Action Taken</p> <p>The date of submission of assignments has been extended by a week. Last date - 19/8/2021.</p>		

Signatures

Head of the Department / Tutor

 10/8/21.

Complaints


Amrita Nbranjana

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009
GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
24/11/2022	Kindly allow our seminar presentations to be made in online mode.	III Semester M.A. English students
<p style="text-align: center;">Action Taken</p> <p style="text-align: center;">Permission granted taking into account the loss of teaching hours in the offline mode.</p>		

Signatures

Head of the Department / Tutor

Complaints

Anilke Reji
Thejassy

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009
GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
14 - 03 - 2022	Kindly postpone the 1 st semester first internal exams by 1 week.	Students of 1 st sem MA English 2021 - 2022.
<p style="text-align: center;">Action Taken</p> Discussed the matter in the department and postponed the exams to the last week of March 2022.		

Signatures

Head of the Department / Tutor



Complaints



PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009

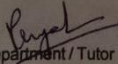
GRIEVANCE REDRESSAL FORM


DATE	GRIEVANCE	COMPLAINTS by
12-6-21	Because of network issue I could not attend class on 11-6-21. kindly excuse.	Akshitha T.A. III BA.

Action Taken

Notes were shared to the student,
 and doubts cleared.

Signatures


 Head of the Department / Tutor


 Complaints by

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009

GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS BY
12.2.22.	We are having Basket Ball tournament. kindly postpone the internal examination.	Anagha T Jagadeeshan
<p style="text-align: center;">Action Taken</p> <p>Retest was given from 31.2.22 onwards.</p>		

Signatures

Head of the Department / Tutor Sumitha

Anagha

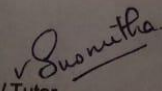
Complaints

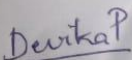
PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009

GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS BY
12.2.22.	We are having Basketball tournament kindly postpone the internal test..	Devika Prayash.
<p style="text-align: center;">Action Taken</p> <p>Retest was given on the online mode. from 31.2.22.</p>		

Signatures


 Head of the Department / Tutor

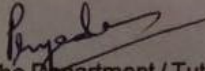

 Complaints by

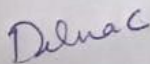
PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009

GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS BY
13-2-22	<p>Request for Retest: I could not attend the internal as I had an appointment with the dentist. kindly permit me to write the retest.</p>	<p>Delna.c III History</p>
Action Taken		
<p>Retest was given on 31.2.22.</p>		

Signatures


 Head of the Department / Tutor


 Complaints

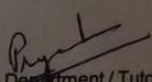
PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009
GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS BY
15.7.21.	I was unable to attend the on line class as my phone was on repair. kindly send the recorded class.	Sneha. V II History.

Action Taken

Powerpoint shared in Google classroom.

Signatures


Head of the Department / Tutor

Sneha. V

Complaints

Name of the department: Mathematics & Statistics

Grievance related to internal / external examination 2021-22

SI No	Name of the complaint	Class & No	Level of Exam (internal/ External)	Summary Of the grievance	form of the Grievance (solved/ Unsolved)	Status of Grievance (solved/ Unsolved)	Time taken to solve (no of days)
1	Aleesha Baby	2 nd BSc 2	Internal	Postponement Of exam	Written	Solved	1 days
2	Lisana P	1 st MSc 13	Internal	Repeat the internal exam	Written	Solved	4 days
3	Aysha Hishana P	2 nd MSc 8	Internal	Difficult question paper	Written	Solved	5 days
4	Signa V	3 rd BSc 38	Internal	Error in Totaling	Oral	Solved	1 day
5	Akshara P A	1 st BSc 3	Internal	Insufficient time	Oral	Solved	8 days

Signature of the HOD:

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009

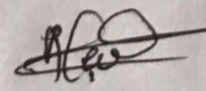
GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
3-1-22	postponement of exam because there are so much to study	

Action Taken

Exam postponed

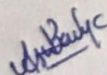
Signatures

Alexia Baby 

IIrd Sem Bsc Maths

Complaints

Head of the Department / Tutor



Aiswarya Paul
Assistant Professor
H.O.D of Mathematics
Providence Women's College
Calicut-673009


PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009
GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
14/01/22	First Sem internal exam (Abstract Algebra) was tough, so please take retest	

Action Taken

Retest Conducted


Signatures

Lisawara P 

1st Sem Msc Mathematics

Complaints

Head of the Department / Tutor


 Aiswarya Paul
 Assistant Professor
 H.O.D of Mathematics
 Providence Women's College
 Calicut-673009

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009
GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
3-1-22	Third sem internal exam (Functional analysis) Question paper was difficult	
<p>Action Taken</p> <p style="font-size: 1.2em;">Disquis all the questions in the class.</p>		

Signatures

Head of the Department / Tutor

Aiswarya Paul
 Aiswarya Paul
 Assistant Professor
 H.O.D of Mathematics
 Providence Women's College
 Calicut-673009

Aysha Hishana P. Hishana
IIIrd sem Msc Mathematics

Complaints

Online Meeting:-

7/06/2021
10:00 am

The first meeting of the internal grievance redressal cell for the academic year 2021-2022 was conducted online due to Covid Pandemic. New elected members were

- 1) Head of the Department: Dr. A. Sobha ~~Sobha~~
- 2) Teacher in charge: Ms. Shija-K ~~Shija-K~~
- 3) Student representatives:
 - III DC Physics: Sneha ~~SPK~~
 - II DC Physics: Anamika ~~Anamika~~
 - I DC Physics: Ashitha Nageseen ~~Ashitha Nageseen~~
 - PCs physics: Reshma Beina ~~Reshma Beina~~

The meeting came to an end at 11:00 am

Coordinator: Ms. Shija-K ~~Shija-K~~

~~Sobha~~

Dr A SOBHA
Head of the Dept. of Physics
Providence Women's College
Kollam, Kerala - 673 009

DEPARTMENT OF PHYSICS

Internal/External Examination related grievances received in 2021-2022

Sl. No	Name of Complainant	Class	Date	Type of exam	Summary of the grievance	Nature of grievance	Status of grievance	Action taken	Time taken to solve
1	Anagha P	Vth sem UG	23-07-2021	Internal	Demand for more problem solving sessions	Written	Resolved	Offered live sessions for problem solving.	3 days
2	Anamika S	IVth Sem UG	16-08-2021	Internal	Demand for reducing the portions in online retest.	Written	Resolved	Decided to reduce the portions as per demand	2 Days
3	Soorya R	Vth Sem UG	27-01-2022	Internal	Demand for reducing the portions in internal exam.	Written	Resolved	Decided to reduce the portions to 3 modules .	2 days

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009

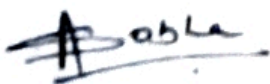
GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
16.08.2021	In Online select the portion should be less because we have to spend a lot of time to watch the online classes.	ANAMIKA S II DC

Action Taken

The committee considered the grievance in detail, and took into consideration the difficulties faced by the students in online mode of teaching. Since the current pandemic situation demands it, we decided to postpone the select so that the students can watch it continuously.

Signatures



Head of the Department / Tutor

Coordinator 

SHIJA-K


Complaints

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009

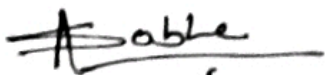
GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
23.07.2021	Online classes , problem Solving Section less , Before internal Exam Problem Session Should include .	Anagha.P 3 rd Physics

Action Taken

The committee considered the matter and found the issue to be genuine . Therefore we decided to settle the matter by conducting a live session for problems solving alone .

Signatures



Head of the Department / Tutor

Coordinator 

SHIJA-K



Complaints

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009
GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
	<p>Please pass the internal Exam</p> <p>Agreed</p> <p>Jasmin N.P</p>	

Action Taken

Date was changed.

DEPARTMENT OF PSYCHOLOGY
PROVIDENCE WOMEN'S COLLEGE
CALICUT-673009

Signatures


Head of the Department / Tutor

Dr. RINJU GEORGE
Assistant Professor & HOD
Dept. of Psychology
Providence Womens College
Calicut - 673009

Complaints

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009

GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
	<p>Please reduce portions for Internals</p> <p>Rajin chandea <i>[Signature]</i></p> <p>Sanera Krishna Eto <i>[Signature]</i></p>	

Action Taken

Initial we decided to conduct three module for internats, after that we reduced to two modules.

DEPARTMENT OF PSYCHOLOGY
PROVIDENCE WOMEN'S COLLEGE
CALICUT-673009

Signatures

[Signature]
Head of the Department / Tutor

Dr. RINJU GEORGE
Assistant Professor & HOD
Dept. of Psychology
Providence Womens College
Calicut - 673009

Complaints

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009

GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
	<p>group 2 - As a few students in our group are infected with covid. we couldn't complete the assignment on time, kindly send us a few more days to complete our assignment. - Vismaya.</p> <p>group 1 - Due to internal exams, as since a few students in our group were absent. We couldn't complete our assignment</p>	
<p style="text-align: center;">Action Taken</p> <p>Date extended</p>		

Dr. Lijiya Menon B.A.
Head of the Department / Tutor

Signatures



DEPARTMENT OF PSYCHOLOGY
PROVIDENCE WOMEN'S COLLEGE
CALICUT-673009
Complaints

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009

GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
	<p>Kindly postpone the 4th semester internal exam as the students are struggling to complete the portions. - Nandana</p> <p>Please postpone the internal exam. We are working with our record writing, we are not having enough time to study. - Rishi</p>	
<p style="text-align: center;">Action Taken</p> <p>After discussing with the students, we reduced the portions for internals.</p>		

Dr. Vijaya Menon .k.c
Head of the Department / Tutor

Signatures


DEPARTMENT OF PSYCHOLOGY
PROVIDENCE WOMEN'S COLLEGE
CALICUT-673009

Complaints

2.5.2 LIST OF GRIEVANCE**DEPARTMENT OF TRAVEL AND TOURISM MANAGEMENT 2021-22**

NAME OF THE STUDENT	CLASS	LEVEL OF EXAM	SUMMARY OF GRIEVANCE	NATURE OF GRIEVANCE	TIME TAKEN TO SOLVE
MIRSATHUL FARSANA	2ND YEAR BTTM	INTERNAL	TOUGH QUESTION PAPER	WRITTEN	3 DAYS
AZRA ADAM	1ST YEAR BTTM	INTERNAL	TOUGH QUESTION PAPER	WRITTEN	2 DAYS
SANAM JAHAN	3RD YEAR BTTM	INTERNAL	LESS TIME FOR COMPLETING EXAM	WRITTEN	1 DAY
KEERTHANA MOHANDAS	2ND YEAR BTTM	INTERNAL	OUT OF SYLLABUS QUESTIONS	WRITTEN	2 DAYS
FATHIMA NAHA	3RD YEAR BTTM	INTERNAL	CHANGE OF DATE IN EXAM	WRITTEN	4 DAYS



SMITHA S

Head of the Department of Travel &
Tourism Management
Providence Women's College, Calicut

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009
GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
13/6/21	Tough question paper .	Mirsathul Farsana II nd year BTM
Action Taken Revise Properly .		

Signatures



Head of the Department / Tutor

SMITHA S
Head of the Department of Travel &
Tourism Management
Providence Women's College, Calicut


Complaints

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009
GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
3/08/22	The maths internal exam was tough.	Azra Adam I yr BTM
<p style="text-align: center;">Action Taken</p> Repeat doing the problems.		

Signatures


Head of the Department / Tutor

SMITHA S
Head of the Department of Travel &
Tourism Management
Providence Women's College, Calicut


Complaints

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009
GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
3/3/21	There is no time for Internal exam.	Sanam Jahan III rd - BTM

Action Taken

Next sem internal well conducted earlier.

Signatures



Head of the Department / Tutor

SMITHA S

Head of the Department of Travel &
 Tourism Management
 Providence Women's College, Calicut


 Complainants

DEPARTMENT OF ZOOLOGY

Sl.No	Name of Complainant	Class	Date	Type of exam	Summary of the grievance	Nature of grievance	Status of grievance	Action taken	Time taken to solve
1	Sivani R. S.	I yr UG	22-02-2022	Internal	Demand for re-exam due to ill health	Written	Resolved	Decided to conduct retest	3 days
2	Gopika K	I yr UG	22-02-2022	Internal	Request for conducting retest.	Written	Resolved	Decided to conduct retest as per demand	2 Days
3	Siva Priya V V	I yr UG	22-02-2022	Internal	Demand for reducing the portions in internal exam and reconduct of the exam.	Written	Resolved	Decided to reduce the portions to 2 modules and conduct re-exam.	2 days
4	Lakshmi E	I yr UG	22-02-2022	Internal	Request for re-exam due to ill health	Written	Resolved	Communicated with the concerned faculty and decided to conduct retest	3 days
5	Fathima Zuha	I yr UG	01-03-2022	Internal	Demand for reducing the portions in internal exam and reconduct of the exam.	Written	Resolved	Decided to reduce the portions to 2 modules and conduct re-exam.	4 days
6	Fathima Neha	I yr UG	13-03-2022	Internal	Request for re-exam due to ill health	Written	Resolved	Communicated with the concerned faculty and decided to conduct retest	3 days

7.	Daheena	I yr UG	16- 03- 2022	Internal	Request for re-exam due to ill health	Written	Resolved	Communicated with the concerned department and conduct of retest was done	4 days
8.	Gayathri K.	I yr UG	09- 07- 2022	Internal	Request for English re-exam due to fever	Written	Resolved	Decided to conduct retest as per demand	3 days
9.	Gayathri K	I yr UG	12- 07- 2022	Internal	Request for Botany re-exam due to ill health	Written	Resolved	Decided to reduce the portions to 2 modules and conduct re-exam.	4 days
10.	P V Jas Khaleekha	I yr UG	09- 07- 2022	Internal	Request for English re-exam due to fever	Written	Resolved	Communicated with the concerned faculty and decided to conduct retest	3 days
11.	Gayathri K	I yr UG	15- 07- 2022	Internal	Request for Zoology re-exam due to fever	Written	Resolved	Re-exam was conducted and internals tabulated.	1 day

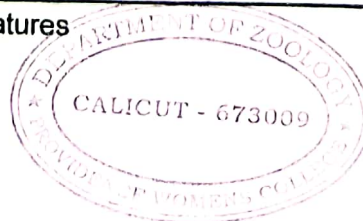
Internal/External Examination related grievances received in 2021-2022

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009
GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
22-02-2022	<p>As I was having wheezing, I was not able to attend Biology ^{Chemistry} and Malayalam Internal exam. I kindly request you to conduct retest of the same.</p> <p><i>Sivani R S</i> SIVANI R S 1st DC ZOOLOGY</p>	
<p align="center">Action Taken</p> <p>Matter communicated with the departments and decision to conduct re-exam was made.</p>		

Signatures

Sangeetha
 Head of the Department / Tutor
 Dr. Sangeetha G. Kaimal



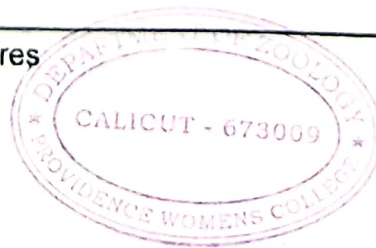
Complaints

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009
GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
22-02-2022	<p>As I was having Abdominal pain, I was unable to attend Botany and English (AO2) internal exams. I kindly request you to conduct retest of the same.</p> <p><i>[Signature]</i> GOPIKA K 1st DC ZOOLOGY</p>	
<p align="center">Action Taken</p> <p>The grievance was forwarded to the concerned teachers. Retest on the aforementioned subjects was conducted.</p>		

Signatures

[Signature]
 Head of the Department / Tutor
 Dr. Sanjeda G. Kaimal



Complaints

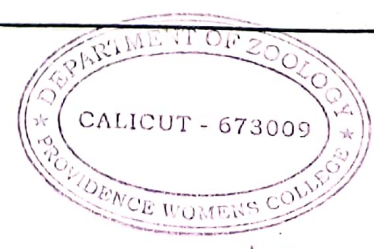
PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009

GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
22-02-22 Tue.	<p>As I am detected with covid, I was not able to write the internal exams of the subjects zoology, Botany, chemistry, English and Malayalam. So please allow me to attend the retests of these subjects.</p> <p style="text-align: right;">Sivapeiya.v.v <i>[Signature]</i></p>	
<p>Action Taken</p> <p>Matter was communicated with all the concerned departments. It was decided to conduct a common retest for all the absentees.</p>		

Signatures

[Signature]
Head of the Department / Tutor
Dr. Sanjeetha G. Kaimal



Complaints

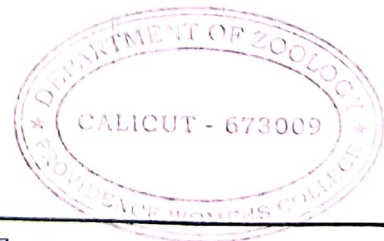
PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009

GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
22-02-2022	<p>As I was having Headache. I was unable to attend chemistry and Hindi internal exam. I kindly request you to conduct retest of the same.</p> <p><u>Lakshmi</u> Lakshmi-E 1st DC ZOOLOGY</p>	

Action Taken

Informed the concerned faculty and measures to conduct a reexam was initiated.



Signatures Lakshmi

Sangeetha

Head of the Department / Tutor

Dr. Sangeetha G. Kaimal

Complaints

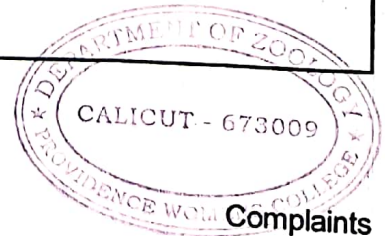
PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009
GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
01/3/22	<p>I was not able to write the internal exam Zoology due to fever. kindly request you to grant permission to write the retest.</p>	
<p align="center">Action Taken</p> <p>Informed the concerned teacher and made arrangements for the conduct of retest.</p>		

Signatures

Sangeetha
 Head of the Department / Tutor
 Dr. Sangeetha G. Kaimal

Fathema Zeena Pk.
Zuber
 T Zoology



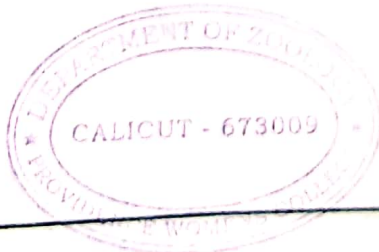
PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009

GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
3/3/22	Because of fever and headache So I wasn't able to attend the exams. So I humbly request you to take a retest on the paper A03 II sem internals	

Action Taken

The matter was communicated with the concerned department and retest was conducted.



Signatures *Fathima Neha* FIRST ZOOLOGY

IInd SEM



Complaints

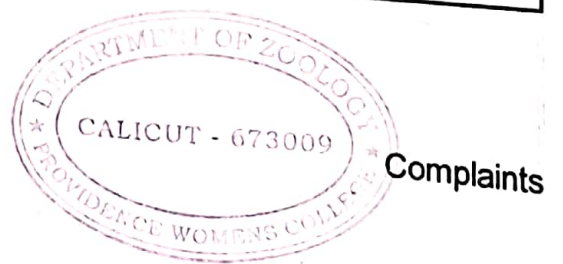
Sangeetha G. Kaimal
Head of the Department / Tutor
Dr. Sangeetha G. Kaimal

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009
GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
16/3/22	I could not attend the exam due to fever. Kindly I request to grant permission for retest.	
<p align="center">Action Taken</p> <p align="center">Retest was conducted and the marks tabulated.</p>		

Signatures


 DAHEENA

 Head of the Department / Tutor
 Dr. Sanjeetha G. Karmal
 1st Zoology
 Roll no. 3



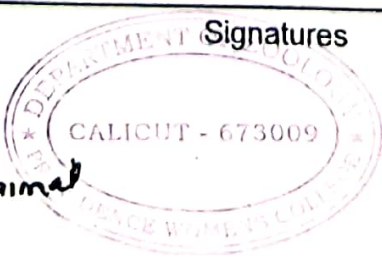
PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009
GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
9/7	Due to Fever I was not able to attend A03 and A04 Retest. So I kindly request you to take a re-examination	

Action Taken

Matter was communicated with the dept. of English and retest/viva was decided to evaluate internals.

Sanjeetha
 Head of the Department / Tutor
 Dr. Sanjeetha A. Kaimal



Signatures
 Grayathey K
Sanjeetha
 I Zoology
 Roll no : 26

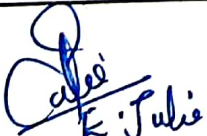
Complaints

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009
GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
12/7	Due to Fever I was not able to attend Botany Retest. So I kindly request you to take a re-examination	

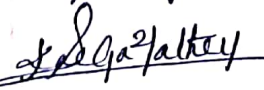
Action Taken

Matter was communicated with the dept. of Botany and retest / viva was decided to evaluate internals.


 Head of the Department / Tutor



Signatures

Gracyathey K

 I Zoology
 Roll no : 26

Complaints

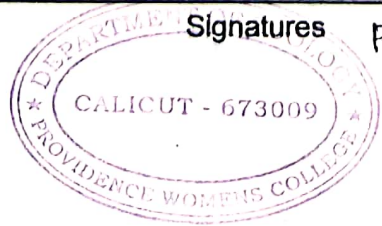
PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009
GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
9/7	Due to fever. I was not able to attend English A03 and A04 internal exams. And I kindly request to conduct retest.	

Action Taken

Matter was communicated with the dept. of English and retest was decided to evaluate internals.

[Signature]
 Head of the Department / Tutor




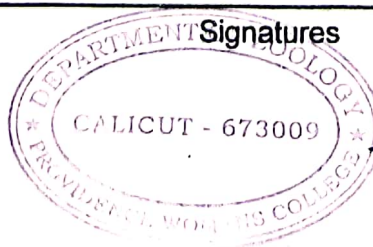
Signatures P.V. JASKHALEEKHA
[Signature]
 Ist Zoology.

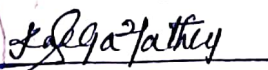
Complaints

PROVIDENCE WOMEN'S COLLEGE, CALICUT - 673 009
GRIEVANCE REDRESSAL FORM

DATE	GRIEVANCE	COMPLAINTS
15/7	Due to Fever I was not able to attend Zoology Retest. So I kindly request you to take a re-examination.	
Action Taken		
Matter was communicated in the department and retest was decided to evaluate		


R. Julio
Head of the Department / Tutor



Signatures
Gayathri K

I, Zoology
Roll no: 26

Complaints