



# **Nirmala Memorial Foundation College of Commerce and Science**

**Permanently Affiliated to University of Mumbai  
Accredited by NAAC, ISO 9001-2015 Certified  
Recognised under section 2(f) & 12(B) of the UGC Act 1956**

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D.S. Road, Asha Nagar, Thakur Complex, Kandivali (East), Mumbai – 400 101. Tel.: 022 69436400

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## 5.1

# Student Support



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## 5.1.4

Proof related to Mechanism for Submission of  
Online/ Offline students grievances



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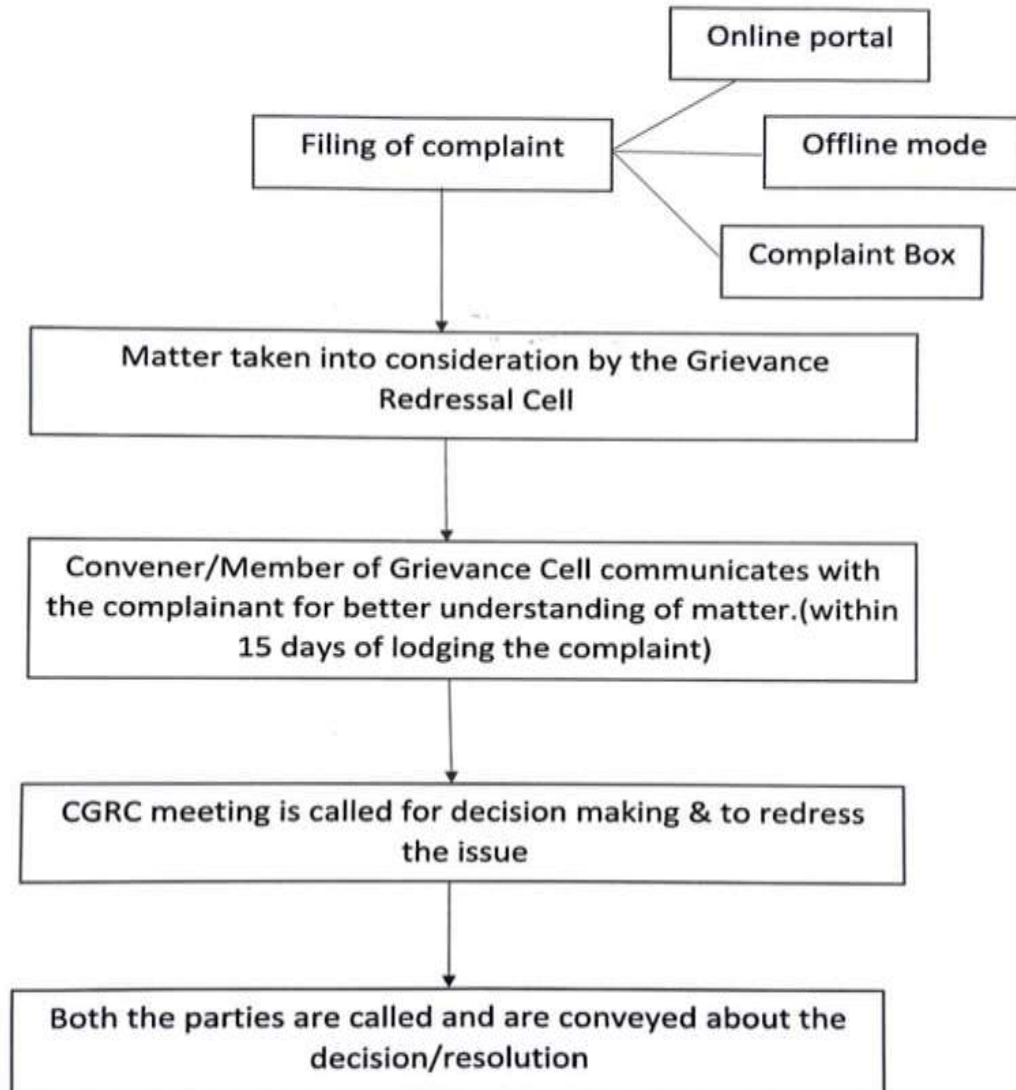
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**Proof related to Mechanism for Submission of Online/ Offline students grievances**

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4	Complaint/ suggestion Box	<a href="#">Click Here</a>

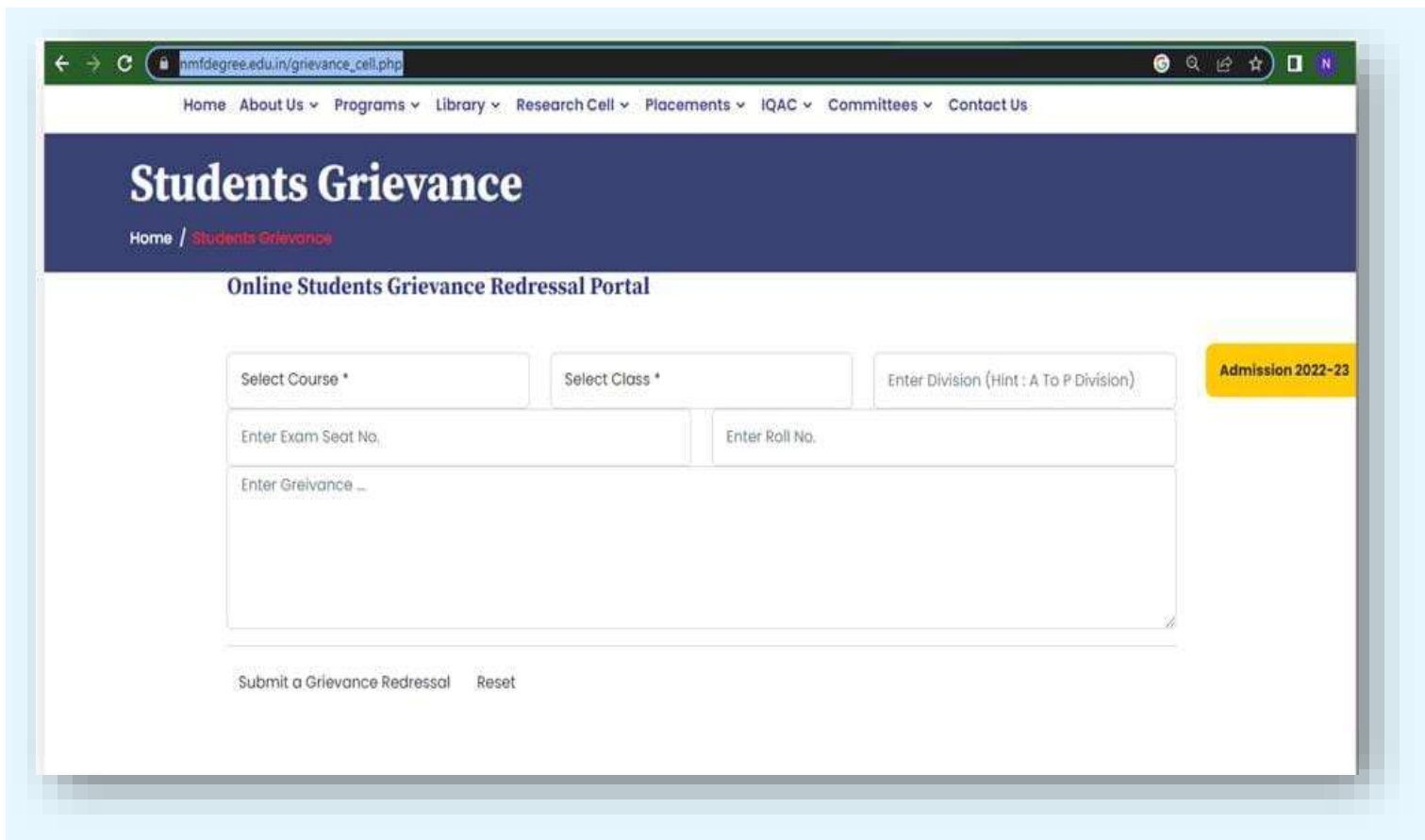
# Grievance Redressal Mechanism Process

## GRIEVANCE REDRESSAL MECHANISM PROCESS



# Online Grievance Form

The online grievance redressal form, accessible on the college website, provides a user-friendly platform for students and stakeholders to report any concerns or grievances they may have. This digital tool streamlines the process, ensuring prompt and efficient resolution of issues.



The screenshot shows a web browser window with the URL [nmfdegree.edu.in/grievance\\_cell.php](https://nmfdegree.edu.in/grievance_cell.php). The page features a navigation menu with links for Home, About Us, Programs, Library, Research Cell, Placements, IQAC, Committees, and Contact Us. The main heading is "Students Grievance" with a breadcrumb trail "Home / Students Grievance". Below this is the "Online Students Grievance Redressal Portal" section. The form includes several input fields: "Select Course \*", "Select Class \*", "Enter Division (Hint : A To P Division)", "Enter Exam Seat No.", "Enter Roll No.", and a large text area for "Enter Grievance ...". A yellow button labeled "Admission 2022-23" is positioned to the right of the form. At the bottom of the form, there are two buttons: "Submit a Grievance Redressal" and "Reset".

**Website Link:** [https://nmfdegree.edu.in/grievance\\_cell.php](https://nmfdegree.edu.in/grievance_cell.php)

# Offline Grievance Form



The offline grievance redressal form is physically available at designated College offices and the Grievance Redressal Cell. This traditional method allows individuals to submit their concerns in a written format, providing an alternative to the online platform.

Nirmala Memorial Foundation College of Commerce and Science

**GRIEVANCE REDRESSAL FORM**

To,  
The Chairman,  
College Grievance Redressal Cell (CGRC)

**Subject: Application for Redressal of Grievance/s**

Respected Sir/Madam,

I/We am/are hereby forwarding my/our application for Redressal of Grievance/s. Kindly accept it and do the further processing. My/Our personal details and particulars about my/our grievances are as follows:

Full Name of the Student	
Class	
Division	
Seat No.	
Roll No.	
E-mail of the Student	
Residential Address of the Student	
Contact no of the Student	1. _____ 2. _____
Write the Nature of Your Grievance	

**Declaration from the student/s**  
I/We hereby declare that the above information furnished by me/us is true to the best of my/our knowledge. In case if it is turned false, I/We are solely responsible for the act.

Date: \_\_\_\_\_  
Place: \_\_\_\_\_

Signature of the Student: \_\_\_\_\_

# Complaint/Suggestion Box

The college has strategically placed a total of five suggestion boxes on different floors (8th, 5th, 4th, 3rd, and 1st) to facilitate the submission of complaints and suggestions from students. This approach aims to create an accessible and confidential channel for students to voice their concerns and provide valuable feedback on various aspects of college.

