

Swami Rama Himalayan University

Office of the Registrar

SRHU/Reg/OO/2024-93

Date: 10th June, 2024

OFFICE ORDER

I am directed to inform that for redressal of the grievances of students of the University, following two “**Students’ Grievance Redressal Committees (SGRC)**” have been constituted for the Academic Session 2024-2025:

SGRC 1: For redressal of the Grievances of students of UG/PG students under HIMS and HCN

SGRC 2: For redressal of the Grievances of students of UG/PG students HSST, HSMS, HSBS, HSYS and HSPS.

These committees shall be comprising of the following members:

SGRC 1: For the students of HIMS (including Paramedical, MHA, Epidemiology, and Clinical Research) and HCN:

A Professor-Chairperson	Dr. D C Dhasmana Professor Himalayan Institute of Medical Sciences	Chairperson
Four Professors/Senior Faculty Members of the Institution as Members	Dr. Vinit Mehrotra Professor Himalayan Institute of Medical Sciences	Member
	Dr. Dushyant Gaur Professor Himalayan Institute of Medical Sciences	Member
	Dr. Veena Boswal Assistant Professor Himalayan Institute of Medical Sciences	Member
	Dr. Kamli Prakash Professor, Himalayan College of Nursing	Member
A person with Law background	Mr. Shakti Nautiyal Legal Associate	Member
Representatives from among students to be nominated on academic merit/excellence in sports/performance in co-curricular activities-Special Invitee	Mr. Om Borkar, MBBS, Batch 2022, HIMS Student Representative	Special Invitee
	Ms. Muskan Srivastava MBBS, Batch-2020, HIMS Student Representative	
	Ms. Iqra Ahmed, BPT, Batch 2023, HIMS Student Representative	Special Invitee
	Mr. Rahul Singh, BMLT, Batch 2022, HIMS Student Representative	
	Ms. Anjali Sajwan, B.Sc.(N), Batch 2022, HCN Student Representative	Special Invitee
	Mr. Deepanshu, M.Sc.(N), Batch 2023, HCN Student Representative	



SGRC 2: For the students of HSST, HSMS, HSBS, HSYS and HSPS:

A Professor - Chairperson	Dr. Mohit Verma Principal Himalayan School of Management Studies	Chairperson
Four Professors/Senior Faculty Members of the Institution as Members	Dr. Vivek Kumar Professor Himalayan School of Bio-Sciences	Member
	Dr. Pooja Baloni Assistant Professor Himalayan School of Science & Technology	Member
	Dr. Somlata Jha Assistant Professor Himalayan School of Yoga Sciences	Member
	Mr. Abhishek Chandola Assistant Professor Himalayan School of Pharmaceutical Sciences	Member
A person with Law background	Mr. Piyush Dhyani Legal Assistant	Member
Representatives from among students to be nominated on academic merit/excellence in sports/performance in co-curricular activities- Special Invitee	Ms. Shreya Sharma B. Com, Batch-2022, HSMS Student Representative	Special Invitee
	Mr. Smit Sharma, MBA, Batch- 2023, HSMS Student Representative	
	Ms. Jyoti Rawat M.Sc. (Biotechnology), Batch 2023, HSBS Student Representative	Special Invitee
	Mr. Anuj Anand B.Tech. (H.) CSE in AI & ML Batch 2022, HSST Student Representative	Special Invitee
	Ms. Bhawna Jha M.Sc. (Yoga Sciences), Batch-2023, HSYS Student Representative	Special Invitee
	Mr. Vishal Badoni B. Pharm, Batch-2023, HSPS Student Representative	Special Invitee

Terms, Conditions and Responsibilities of Committee Members

1. The term of the Chairperson and members shall be for a period of two years.
2. The term of the special invitee shall be for a period of one year.
3. The student representative will be invited for their respective school/college grievances only.



4. The committee(s) shall entertain only those grievances of the students which are defined in Section 3(k) of UGC (Redressal of Grievances of Students) Regulation, 2023, dated 11th April, 2023, as mentioned below:
- i. Admission contrary to merit determined in accordance with the declared admission policy of the institution;
 - ii. Irregularity in the process under the declared admission policy of the institution;
 - iii. Refusal to admit in accordance with the declared admission policy of the institution;
 - iv. Non-publication of a prospectus by the institution, in accordance with the provisions of these regulations;
 - v. Publication by the institution of any information in the prospectus, which is false or misleading, and not based on facts;
 - vi. Withholding of, or refusal to return, any document in the form of certificates of degree, diploma or any other award or other document deposited by a student for the purpose of seeking admission in such institution, with a view to induce or compel such student to pay any fee or fees in respect of any course or program of study which such student does not intend to pursue;
 - vii. Demand of money in excess of that specified to be charged in the declared admission policy of the institution.
 - viii. Violation, by the institution, of any law for the time being in force in regard to reservation of seats in admission to different category of students;
 - ix. Non-payment or delay in payment of scholarships or financial aid admissible to any student under the declared admission policy of such institution, or under the conditions, if any, prescribed by the Commission;
 - x. Delay by the institution in the conduct of examinations, or declaration of results, beyond the schedule specified in the academic calendar of the institution, or in such calendar prescribed by the Commission;
 - xi. Failure by the institution to provide student amenities as set out in the prospectus, or is required to be extended by the institution under any provisions of law for the time being in force;
 - xii. Non-transparent or unfair practices adopted by the institution for the evaluation of students;
 - xiii. Delay in, or denial of, the refund of fees due to a student who withdraws admission within the time mentioned in the prospectus, subject to guidelines, if any, issued by the Commission, from time to time;
 - xiv. Complaints of alleged discrimination of students from the Scheduled Castes, the Scheduled Tribes, Other Backward Classes, Women, Minorities or persons with disabilities categories;
 - xv. Denial of quality education as promised at the time of admission or required to be provided;



- xvi. Harassment or victimization of a student, other than cases of harassment, which are to be proceeded against under the penal provisions of any law for the time being in force;
 - xvii. Any action initiated/taken contrary to the statutes, ordinances, rules, regulations, or guidelines of the institution; and
 - xviii. Any action initiated/taken contrary to the regulations and/or guidelines made/issued by the Commission and/or the regulatory body concerned.
5. The quorum for the meeting including the Chairperson, but excluding the special invitee, shall be three.
 6. A complaint from an aggrieved student relating to the Academic Unit/University shall be addressed to the Chairperson, Students' Grievance Redressal Committee (SGRC).
 7. The committee shall fix the date for hearing the complaint which shall be communicated to the University and the aggrieved student.
 8. In considering the grievances before it, the SGRC shall follow principles of natural justice.
 9. The SGRC shall send its report with recommendations, if any, to the competent authority of the University and a copy thereof to the aggrieved student, preferably within a period of 15 working days from the date of receipt of the complaint.
 10. Any student aggrieved by the decision of the Students' Grievance Redressal Committee may prefer an appeal to the Ombudsperson, within a period of fifteen days from the date of receipt of such decision.

Procedure for Grievance Redressal

1. The aggrieved student may submit an application through the University online Portal for seeking redressal of grievances.
2. On receipt of an online complaint, the Registrar shall refer the complaint to the appropriate Students' Grievance Redressal Committee, along with its comments within 15 days of receipt of complaint on the online portal.
3. The Students' Grievance Redressal Committee shall fix a date for hearing the complaint which shall be communicated to the University and the aggrieved student.
4. An aggrieved student may appear either in person or authorize a representative to present the case.
5. Grievances not resolved by the Students' Grievance Redressal Committee may be referred to the Ombudsperson by the university.
6. The Ombudsperson shall, after giving reasonable opportunities of being heard to the parties concerned, on the conclusion of proceedings, pass such order, with reasons thereof, as may be deemed fit to redress the grievance and provide such relief as may be appropriate to the aggrieved student



7. The aggrieved student shall be provided with copies of the order under the signature of the Ombudsperson.
8. The University shall comply with the recommendations of the Ombudsperson.
9. The Ombudsperson may recommend appropriate action against the complainant, where a complaint is found to be false or frivolous.

This bears approval of the Competent Authority.

By Order,


f Registrar

Copy to:

Hon'ble President	}	<i>for kind information please</i>
Hon'ble Vice Chancellor		
Director General (Academic Development)		
Advisor & Director, Hospital Services		
Advisors		
Director, Operations		
Principals of all constituent colleges/schools-		<i>to intimate respective Departments under your control</i>
Director, Medical Services		
Finance Officer		
Controller of Examinations		
Director - Academic Processes and Quality		
University Librarian		
Medical Superintendent		
Director, CRI		
Director, Nursing		
Director, Research		
Director, HCIE		
Director, Students' Affairs & Welfare		
GM - Administration & Work Force Development		
Nursing Superintendent		
Human Resource Department		
Information Technology Department		
Material Management Department		
Motor Transport Department		
Infrastructural Development & Maintenance Department		
Audit Department		
Legal Department		
Media & Publicity Department		
Admissions Department		
Placements Department		
Center for Professional & Communication Enrichment (C-PACE)		
Estate Officer		
Dy. Security Officer		
Person(s) concerned		
All Notice Boards		