



Institute of Home Science University of Kashmir

Hazratbal Srinagar-190006-(Kashmir) J&K

[NAAC Accredited Grade A+].



Ref: KU2018-HSC

Dated: 11-08-2018

Joint Registrar,

Incharge Grievance Cell,

University of Kashmir,

Subject: Nodal Officer for redressal of grievances.

Sir,

This has reference to your Circular No. F(Circular-Grievance /KU/18 dated: 02-08-2018 on the subject cited above. In this regard, Dr. Hummera Azim, Sr. Assistant Professor of the department has been nominated as Nodal officer for the redressal of grievance or complaints lodged under J&K Government Grievance cell.

Sincerely Yours,

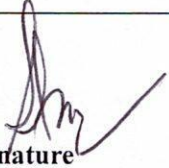
Director

(Prof. Naheed Vaidia)

Student Academic/Evaluation Grievance Form


Please type your responses in the boxes below and attach related documentation in your support.

Grievant (Student filing grievance)	
1. Name:	Ayman Gulzar Sofi
2. Roll No:	23051110009
3. Department/Semester:	Institute of Home Science Semester I
4. Phone Number:	6005659646
5. Email Address:	aimansofi546@gmail.com
6. Permanent Address:	Vicharenagh Newshetra
Grievance	
1 Describe the grievance (academic/evaluation you are grieving). Water purifier is not working, please sort it as soon as possible.	
2 Whether the grievance was resolved or not? • Yes: <input checked="" type="checkbox"/> • No: <input type="checkbox"/>	
Grievant's Signature Ayman	Date: 06 / Sep / 2023
Respondent (person who made the decision being grieved)	
1 Name:	Dr. Hummera Azim
2 Department/Section:	Institute of Home Science
3 Date Received:	07 / Sep / 2023
4 Phone number:	9906581405
5. Email address:	hummarazim3@gmail.com
Response to the Grievance: Sorted out	


Action Taken:	Respondent 2:	Respondent 3:
Date:	Date:	Date:
Outcome:	Outcome:	Outcome:
Administrative Officer's Decision (Director)		
Name/Title of Administrative Officer (or designee):		
Decision (and rationale):		
AO's signature 	Resolved and changed the cartridge on time.	
	Date: 10 - Sep - 2023	

Student Academic/Evaluation Grievance Form

Please type your responses in the boxes below and attach related documentation in your support.

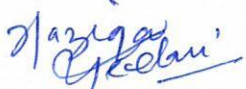
Grievant (Student filing grievance)	
1. Name:	Maliha Bashir
2. Roll No:	23051110003
3. Department/Semester:	Institute of Home Science Ist Sem
4. Phone Number:	6005730492
5. Email Address:	malihabashir786@gmail.com
6. Permanent Address:	Khalid Colony Saura
Grievance	
1 Describe the grievance (academic/evaluation you are grieving).	Projector not working in the classroom.
2 Whether the grievance was resolved or not?	<ul style="list-style-type: none">• Yes: <input checked="" type="checkbox"/>• No: <input type="checkbox"/>
Grievant's Signature	Date: 18-Oct-2023
	
Respondent (person who made the decision being grieved)	
1 Name:	Dr. Humaira Azim
2 Department/Section:	Institute of Home Science
3 Date Received:	22-Oct-2023
4 Phone number:	9906581405
5. Email address:	humairaazim3@gmail.com
Response to the Grievance:	
New projector was installed. All the students were satisfied as it improved our quality of learning.	



Action Taken:	Respondent 2:	Respondent 3:
Date:	Date:	Date:
Outcome:	Outcome:	Outcome:
Administrative Officer's Decision (Director)		
Name/Title of Administrative Officer (or designee):		
Decision (and rationale):		
 AO's signature	It has been taken on priority and we are trying to streamline the process.	
	Date: 29 Oct - 2023	

Student Academic/Evaluation Grievance Form

Please type your responses in the boxes below and attach related documentation in your support.


Grievant (Student filing grievance)	
1. Name:	Haziqa Geelani
2. Roll No:	23050110006
3. Department/Semester:	1st
4. Phone Number:	9086939927
5. Email Address:	haziqageelani@gmail.com
6. Permanent Address:	Illalibagh Srinagar
Grievance	
1 Describe the grievance (academic/evaluation you are grieving).	
My grievance is related to the evaluation of physiology paper.	
2 Whether the grievance was resolved or not?	
<input checked="" type="checkbox"/> Yes: <input type="checkbox"/> No:	
Grievant's Signature	Date: 30/12/23
	
Respondent (person who made the decision being grieved)	
1 Name:	Dr. Hummera Azim
2 Department/Section:	Institute of Home Science
3 Date Received:	01/01/24
4 Phone number:	9906581405
5. Email address:	hummerazim3@gmail.com
Response to the Grievance: Sorted out. I was fully satisfied.	

Action Taken:	Respondent 2:	Respondent 3:
Date:	Date:	Date:
Outcome:	Outcome:	Outcome:
Administrative Officer's Decision (Director)		
Name/Title of Administrative Officer (or designee):		
Decision (and rationale):		
AO's signature	<i>Student was highly satisfied after checking her paper.</i>	
	Date:	02-03-2024

**Student Academic/Evaluation
Grievance Form**

Please type your responses in the boxes below and attach related documentation in your support.

Grievant (Student filing grievance)	
1. Name:	Qurat ul Ane
2. Roll No:	23051110010
3. Department/Semester:	2nd Semester
4. Phone Number:	8899475106
5. Email Address:	quratulain4590@gmail.com
6. Permanent Address:	Peeniya Boniyar
Grievance	
1 Describe the grievance (academic/evaluation you are grieving).	
Installation of smart board in the institute.	
2 Whether the grievance was resolved or not?	
<ul style="list-style-type: none">• Yes: <input checked="" type="checkbox"/>• No: <input type="checkbox"/>	
Grievant's Signature	Date: 24-03-2024
<u>Qurat</u>	
Respondent (person who made the decision being grieved)	
1 Name:	Dr Humera Azim
2 Department/Section:	Institute of home science
3 Date Received:	25-03-2024
4 Phone number:	9906581405
5. Email address:	hummaeazim3@gmail.com
Response to the Grievance:	
Sorted out.	

Action Taken:	Respondent 2:	Respondent 3:
Date:	Date:	Date:
Outcome:	Outcome:	Outcome:
Administrative Officer's Decision (Director)		
Name/Title of Administrative Officer (or designee):		
Decision (and rationale):		
 AO's signature	Smart board got installed → it was highly satisfactory.	Date: 06- June - 2024