



# ASHTAVAKRA

Institute of Rehabilitation Sciences and Research  
5, PSP Institutional Area, Madhuban Chowk Rohini, Sector-14, Delhi-110085



## STUDENTS WELFARE Student's Grievance Redressal Committee (SGRC)

In pursuance to the directions of the Hon'ble Delhi High Court dated 17.05.2019 in WP (Cri.) 793/2017; Guru Gobind Singh Indraprastha University under clause 3(ii)(d) of Statute 24 issues directions vide letter no. GGSIPU/2019-20/Legal/1916 Dt. 23.05.2019.

Institute in compliance of same notify newly constitute Grievance Redressal Committee as per UGC (Grievance Redressal) regulations 2012; (to be notified before 15th September every year)

Teachers should:

- Adhere to a responsible pattern of conduct, behaviour and demeanor expected of them by the community;
- Manage their private affairs in a manner consistent with the dignity of the profession;
- Seek to make professional growth continuous through study, research, consultancy, industrial liaisons and the use of networking;
- Express free and frank opinion by participation at professional meetings, seminars, conferences etc, towards the contribution of knowledge;
- Maintain active membership of professional organizations and strive to improve standards of education to achieve excellence through knowledge generation and dissemination of the latest techniques in the class;
- Perform their duties in the form of teaching, tutorial, practical, academic and seminar work conscientiously and with complete dedication to develop expertise in their domain;
- Co-operate and assist in carrying out functions relating to the educational responsibilities of the Institute such as: assisting in appraising applications for admission, advising and counseling students as well as assisting in the conduct of Institute examinations, including supervision, invigilation and evaluation; and
- Participate in extension, co-curricular and extracurricular activities including community service to encourage teamwork.
- Strive to bring transparency and equity in his day to day work and generate knowledge to achieve excellence in the field of research.
- Disseminate thought provoking knowledge to encourage students for development of innovative research work.

S. No.	Name	Member	Mobile No.	E-mail
1.	Mr. Rajeev K Mishra	Deputy Director, AIRSR	989182828	rajeev@airsr.com
2.	Mr. Manoj K Sharma	Head Office, AIRSR	981122888	manoj@airsr.com
3.	Mr. Anand Mishra	Principal in Charge, Madhuban Chowk, Rohini	987122822	anand@airsr.com
4.	Mr. Manoj K Sharma	Member, AIRSR	989182828	manoj@airsr.com
5.	Dr. Lata	Spch & Hrdwrk T and Mnlr	989122822	lata@airsr.com
6.	Dr. Bal Kishan Sharma	Professor in Charge, Madhuban Chowk, Rohini	989122822	bal@airsr.com
7.	Dr. Manoj K Sharma	Spch & Hrdwrk T and Mnlr, AIRSR	989182828	manoj@airsr.com
8.	Mr. Manoj K Sharma	Dr. Lata's Office	989122822	manoj@airsr.com

### List of Student Representatives - 2<sup>nd</sup> Year

S. No.	Name	Roll No.	Program
1.	Prakhar	1810212028	B.A. (H) - 14
2.	Manoj	1810212028	B.A. (H) - 14
3.	Prakhar	1810212028	B.A. (H) - 14
4.	Prakhar	1810212028	B.A. (H) - 14
5.	Prakhar	1810212028	B.A. (H) - 14

### List of Student Representatives - 2<sup>nd</sup> Year

S. No.	Name	Roll No.	Program
1.	Prakhar	1810212028	B.A. (H) - 14
2.	Manoj	1810212028	B.A. (H) - 14
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4.	Prakhar	1810212028	B.A. (H) - 14
5.	Prakhar	1810212028	B.A. (H) - 14

Student Welfare E-Mail: [ashtavakrastudentswelfare@gmail.com](mailto:ashtavakrastudentswelfare@gmail.com)

Institute in compliance of notice vide letter ref. no. GGSIPU/2017-18/1039/Legal Dt. 18.07.2017 on the subject: Advisory under Clause 3(ii)(d) of Statute 24 of the GGSIPU University. Institute in compliance of same notified as under and necessary action forthwith:-

- The teachers and authorities of the Institution should maintain cordial, warm and confidence building relationship with the students in terms of Ordinance No. 32 of the Guru Gobind Singh Indraprastha University Act No. 09 of 1998. The Institution may also keep watch on such teachers and members of administration who are unable to build up such cordial and respectful relationship with students and appropriate remedial measures in the nature of counseling and short term training may be advised.
- Every letter/representation/e-mail in the nature of appeal by students should be attended with reformative approach and sympathetic consideration. The Institute should inform the parents of the students by writing the letter intimating the shortage of attendance, which should be sent by speed post / registered post. The parent's may also be informed by e-mail or telephonically about such cases.
- Institution officials should be absolutely transparent in taking the decision on detention of students so as to avoid any suspicion of whimsical or selective action. The detention list should be displayed at least 10 working days before the commencement of the examination.
- Institute has constituted "Students Grievance Redressal and Welfare Office" which is empowered to receive grievances from students, consider and address them within the framework of the prevailing rules and regulations with the perspectives of the welfare of the students. SGR Committee constituted at the Institute is notified and directed to regularly engage in welfare activities of the students, so as to gain the confidence of the students in its effectiveness and genuineness. Institution SGR Committee is federated with the Directorate of Students' Welfare of the University which may supervise and advise them, actively engage them and assist them in addressing the grievances of the students from time to time.
- Any issue relating to arbitrary action, personal vendetta or personal grudges against students by any teacher / authority of the Institute should be earnestly looked into by "Students Grievance Redressal and Welfare Office" and it should be brought to the notice of Director of the Institute. If the issues are not resolved at the level of institute, the student should be advised to approach the Grievance Redressal Mechanism at the director level of the Institute which shall act as the appellate mechanism.

### Code of Professional Ethics & Responsibilities of (Teaching Staff)

Excerpts from GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY Act 9 of 1998 [Act, Statutes & Ordinances (amended up to 30th June 2012)], New Delhi; ORDINANCE 32 of 2010 DE PROFESSIONAL ETHICS AND RESPONSIBILITIES OF (TEACHING STAFF).

### Clause : 2. TEACHERS AND THEIR RESPONSIBILITIES

2.1 Whosoever adopts teaching as a profession assumes the obligation to conduct himself / herself in accordance with the ideals of the teaching profession. A teacher is constantly under the scrutiny of his students and the society at large. Therefore, every teacher should see that there is no incompatibility between his precepts and practices. The national ideals of education which have already been set forth and which he/she should seek to inculcate among students must be his/her own ideals. The profession further requires that the teachers should be calm, patient and communicative by temperament and amiable in disposition.

### Clause: 3.0 TEACHERS AND THE STUDENTS

Teachers should:

- Respect the right and dignity of the students in expressing their opinion;
- Deal justly, fairly and impartially with students regardless of their religion, caste, political, economic, social and physical characteristics to effect transparency and equity;
- Recognize the difference in aptitude and capabilities among students and strive to meet their individual needs;
- Encourage students to improve their attainments, develop their personalities and at the same time contribute to community welfare;
- Inculcate among students scientific outlook and temperament and respect for physical labour and ideals of democracy, patriotism, peace and improvement of environment;
- Be affectionate to the students and not behave in a vindictive manner towards any of them for any reason whatsoever;
- Pay attention to only the attainment of the student in the assessment of merit;
- Make themselves available to the students willingly even beyond their class hours and help and guide students without any remuneration or reward;
- Aid student to develop an understanding of national heritage and national goals; and
- Refrain from inciting students against other students, colleagues or administration or any authority.

### Clause: 7.0 TEACHERS AND GUARDIANS:

Teachers should:

- Try to maintain contact with the guardians of their students to keep them informed of the state of their ward's academic pursuits, their general conduct or behaviour and interest in cultural and other co-curricular activities etc.

### Clause: 8.0 GENERAL

- Every teacher shall at all times maintain absolute integrity and devotion to duty, and also be strictly honest and impartial in all its official dealings.
- Every teacher should at all times be courteous in his dealings with members of public and prompt in his official dealings.
- Unless otherwise stated specifically in the terms of appointment, every teacher is a whole time teacher of the Institute, and may be called upon to perform such duties as may be assigned to him by the Competent Authority, beyond scheduled working hours and on closed holidays. These duties inter-alia shall include attendance at meetings of Committees to which he may be appointed by the Institute.
- Every teacher shall do nothing which is unbecoming of a teacher of the Institute.
- No teachers shall indulge in acts of sexual harassment of any person at his/her work place.
- Every teacher shall observe the scheduled hours of working during which he must be present at the place of his duty.
- Except for valid reason and/ or unforeseen contingencies, no teacher shall be absent from duty without prior permission.

Grieved students their parents and others may approach the Head, Students' Grievance Redressal Committee, AIRSR.

- Details about Institute's Online Students' Grievance Portal:-  
Name of the Portal:- Grievance Redressal Committee  
Website:- <https://ashtavakra.in/>  
Link:- <https://ashtavakra.in/grievance-redressal-committee/>

Incharge - Students Welfare



## Ashtavakra Institute of Rehabilitation Sciences & Research

App. by Rehabilitation Council of India, Ministry of Social Justice & Empowerment, Govt. of India  
Affiliated to GURU GOBIND SINGH INDRAPRASHTHA UNIVERSITY

Ref. No : - AIRSR/2025-26/

Date: - 03.12.2025

To

The office In-charge  
Affiliation Branch  
Administrative Block GGSIP University  
Sector 16C Dwarka New Delhi – 110078

*S. Mittal*  
03/12/2025  
Affiliation Branch  
Guru Gobind Singh Indraprastha University  
Sector-16-C, Dwarka, New Delhi-110078

Subject: Action Taken Report of Student Grievance Redressal Committee (SGRC) of AIRSR  
Reference: GGSIP university letter number GGSIP/2019-20/legal/1916 dt. 23.05.2019 and  
GGSIPU/2017-18/1039/legal Dt.18.07.17.

Sir/Madam

With reference to subject cited above and compliance of the same, please find the attachment files of the following items of SGRC-Ashtavakra Institute of Rehabilitation Sciences and Research.

1. Notice
2. Attendance sheet of SGRC meeting.
3. Meeting Agenda.
4. Minutes of Meeting.
5. Action taken report (ATR) of SGRC meeting held on 27.11.2025

Thanking you and assuring you our best attention always.

Yours Sincerely

Mrs. Sanjana Mittal

Deputy Director

Encl: As stated above.



Copy to: Registrar, GGSIPU University, Dwarka New Delhi – 110078



## Ashtavakra Institute of Rehabilitation Sciences & Research

App. by Rehabilitation Council of India, Ministry of Social Justice & Empowerment, Govt. of India

Affiliated to GURU GOBIND SINGH INDRAPRASHTHA UNIVERSITY

Ref. No. :- AIRSR/2025-26/5296 - A

Date: -20.11.2025

### NOTIFICATION

Subject: Declaration of Result for the post of Student Representative in Students Grievances Redressal Committee.

This is in references to the Notification uploaded on 19/08/20 with respect to the procedure or mode followed by our Institute for nominating student's representative in the Grievance Redressal Committee. As per court direction, nomination has to be through election. In pursuance to a direction of the Hon'ble Delhi High Court dated 17.05.2019 in WP(Cr) 793/2017; GGSIPU under clause 3(II)(d) of Statue 24 issues directions vide letter no. GGSIPU/20 19-20/legal/1916 Dt.23.05.2019.

Student Welfare Department in Compliance of the same hereby declares the names of the students who are unanimously selected for the posts of Student's representative in SGRC constitute by AIRSR through election mode.

The names of the Student Representatives are as under:

Elected Student Representatives – 1 <sup>st</sup> Year					
S. No.	Student Name	Enroll. No.	Program	Mobile No.	E-mail
1.	Kritika	00152312225	(B-ED SE –HI)	9354929746	Prajapatkritika420@gmail.com
2.	Mansi	01952312525	(B-ED SE –ID)	9319912134	ghududagar006@gmail.com
3.	Faguni	00152312625	(B-ED SE –VI)	9315369738	Fagunisolanki30@gmail.com
4.	Bhumi	00552312425	(B-ED SE – ASD)	9643025704	gbhumi@gmail.com
5.	Fatima	00952312325	(B-ED SE –LD)	9625630868	Khanfatima01@gmail.com
Elected Student Representatives – 2 <sup>nd</sup> Year					
S. No.	Student Name	Enroll. No.	Program	Mobile No.	E-mail
1.	PRATIKSHA	35352312224	(B-ED SE –HI)	9650415299	Pratiksha2@gmail.com
2.	JHANVI	2152312524	(B-ED SE –ID)	8448911428	jhanvijhanvi766@gmail.com



3.	HARSHITA GUPTA	252312624	(B-ED SE -VI)	8860590061	harshigupta763@gmail.com
4.	YASH SINGH	452312424	(B-ED SE - ASD)	8882041296	syash0563@gmail.com
5.	PAWAN KUMAR	01452312324	(B-ED SE -LD)	8920805985	<u>pk9873208066@gmail.com</u>

Mr. Jitendra Srivastava  
Nodal Officer-SGRC  
Faculty-HI Dept



*Handwritten signature and date: 20/11/2025*

Copy to:

1. All member of SGRC Including
2. Deputy Director-AIRSR
3. In charge Student Welfare
4. HOD B.Ed Spl. Ed.(ID/HI/VI/ASD/LD) for information to all the students.
5. IT Dept. for uploading on the website.



# Ashtavakra Institute of Rehabilitation Sciences & Research

App. by Rehabilitation Council of India, Ministry of Social Justice & Empowerment, Govt. of India  
Affiliated to GURU GOBIND SINGH INDRAPRASHTHA UNIVERSITY

Ref. No :- AIRSR/2025-26/5297-A

Date:- 20.11.2025

## STUDENTS GRIEVANCE REDRESSAL COMMITTEE MEETING NOTICE

- 1) Mrs. Sanjana Mittal, Deputy Director, Chairperson, SGRC AIRSR
- 2) Mr. Jitender Srivastava, Nodal Officer-GRC
- 3) Mrs. Geeta Bhutani (Principal), In-Charge, Student Welfare
- 4) Ms. Mansa Verma, Member, AIRSR
- 5) Dr. J. Das, Psychiatrist, SGRC
- 6) Dr. Sashi Bhushan Kumar Gupta, Professional Students Counselor
- 7) Md. Haseeb, Psychologist, SGRC
- 8) Mr. Ramesh Kumar, Sr. Admin Officer
- 9) Mohd. Haseeb Ahmad, HoD, B-Ed SE (ASD) for Elected Student Representatives (1<sup>st</sup> & 2<sup>nd</sup> Year)
- 10) Mr. Geeta Bhutani, HoD, B-Ed SE (ID) for Elected Student Representatives (1<sup>st</sup> & 2<sup>nd</sup> Year)
- 11) Ms. Anoushka Sharma, HoD, B-Ed SE (LD) for Elected Student Representatives (1<sup>st</sup> & 2<sup>nd</sup> Year)
- 12) Ms. Radha Rawat, HoD, B-Ed SE (HI) for Elected Student Representatives (1<sup>st</sup> & 2<sup>nd</sup> Year)
- 13) Ms. Mansa Verma, HoD, B-Ed SE (VI) for Elected Student Representatives (1<sup>st</sup> & 2<sup>nd</sup> Year)

**Subject: SGRC meeting to be held on 27.11.2025**

Dear Sir/Madam,

It has been decided to hold the meeting of Students Grievance Redressal Committee with all members of SGRC to appraise to all stakeholders about SGRC regulation / policy / process of UGC/AICTE/GGSIPU and Student Grievance if any. We request you to kindly make yourself available for smooth conduct of the SGRC meeting on 27.11.2025 at 11:30AM in the Conference Room, AIRSR.

Please confirm your participation in the process by telephone.

Thanking you,

Yours faithfully,

Mr. Jitender Srivastava  
Member Secretary, SGRC  
Faculty-HI Dept.



20/11/2025



# Ashtavakra Institute of Rehabilitation Sciences & Research

App. by Rehabilitation Council of India, Ministry of Social Justice & Empowerment, Govt. of India

Affiliated to GURU GOBIND SINGH INDRAPRASHTHA UNIVERSITY

Ref. No :- AIRSR/2025-26/5301-B

Date:- 27.11.2025

## MEETING ATTENDANCE SHEET

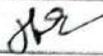
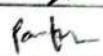
Attendance of Student Grievance Redressal Committee meeting of member held in Conference Hall 1<sup>st</sup> floor, AIRSR at 11:30 PM on 27.11.2025

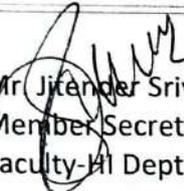
S. No.	Members of SGRC	Member	Signature
1.	Mrs. Sanjana Mittal	Deputy Director, AIRSR	
2.	Mr. Jitender Srivastava	Nodal Officer-GRC	
3.	Mrs. Geeta Bhutani	Principal-In-Charge, Student, Welfare	
4.	Ms. Mansa Verma	Member, AIRSR	
5.	Dr. J. Das	Psychiatrist, SGRC and Visiting	
6.	Dr. Sashi Bhushan Kumar Gupta	Professional Students Councilor, Outside Visiting	
7.	DR. Nupur Sharma	Psychologist, SGRC and Faculty, AIRSR	
8.	Mr. Ramesh Kumar	Sr. Admin Officer	

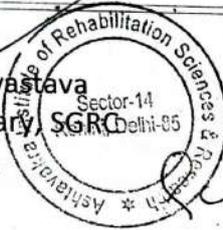
Elected Student Representative – 1 <sup>st</sup> Year			
S. No.	Name	Enroll. No.	Signature
1.	Kritika	00152312225 (B-ED SE -HI)	
2.	Mansi	01952312525 (B-ED SE -ID)	
3.	Faguni	00152312625 (B-ED SE -VI)	
4.	Bhumi	00552312425 (B-ED SE -ASD)	
5.	Fatima	00952312325 (B-ED SE -LD)	

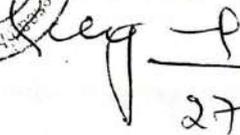


27/11/2025

Elected Student Representative – 2 <sup>nd</sup> Year			
S. No.	Name	Enroll. No.	Signature
1.	PRATI KSHA	35352312224 (B-ED SE-HI)	
2.	JHANVI	2152312524 (B-Ed SE-ID)	
3.	HARSHIT GUPTA	252312624 (B-Ed SE-VI)	
4.	YASH SINGH	452312424 (B-Ed SE-ASD)	
5.	PAWAN KUMAR	01452312324 (B-Ed SE-LD)	

  
 Mr. Jitender Srivastava  
 Member Secretary, SGRC  
 Faculty-III Dept.



  
 27/10/2015



# Ashtavakra Institute of Rehabilitation Sciences & Research

App. by Rehabilitation Council of India, Ministry of Social Justice & Empowerment, Govt. of India  
Affiliated to GURU GOBIND SINGH INDRAPRASHTHA UNIVERSITY

Ref. No. :- AIRSR/2025-26/5301-D

Date: - 27.11.2025

## STUDENTS GRIEVANCE REDRESSAL COMMITTEE MEETING AGENDA

Following AGENDA ITEMS had been taken up for the SGRC Meeting to be held on 27.11.2025

- Item No. 1: To appraise New members of SGRC about UGC (Establishment and Mechanism for Grievance Redressal) Regulation 2012.
- Item No. 2: To notify Grievance Redressal Committee on Institute website.
- Item No. 3: To Appraise all stakeholders about Notification Statute of SGRC of UGC and AICTE.
- Item No. 4: To appraise all stakeholders that Institute prominently published/notified the details of SGRC by Ashtavakra Times prospectus.
- Item No. 5: Maintenance of Grievance Form "Online Student Grievance" link on Institute website
- Item No. 6: Student Grievance if any
- Item No. 7: To introduce New Syllabus of B-Ed SE (ID/ASD/LD/Hi/VI)
- Item No. 8: Student Feedback

Any other item with the permission of the Chair Mr. Jitender Srivastava, Nodal Officer, Students Grievance Redressal Committee.

Mr. Jitender Srivastava  
Member Secretary, SGRC  
Faculty-HI Dept.



Cc to: All the members of SGRC including

- 1) Mrs. Sanjana Mittal, Deputy Director, Chairperson SGRC, AIRSR
- 2) Mr. Jitender Srivastava, Nodal Officer-GRC
- 3) Mrs. Geeta Bhutani, (Principal) In-Charge, Student Welfare
- 4) Ms. Mansa Verma, Member, AIRSR
- 5) Dr. J. Das, Psychiatrist, SGRC
- 6) Dr. Sashi Bhushan Kumar Gupta, Professional Students Councilor
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- 8) Mr. Ramesh Kumar, Sr. Admin Officer
- 9) Md. Haseeb Ahmad, HoD, B-Ed SE (ASD) for Elected Student Representatives (1<sup>st</sup> & 2<sup>nd</sup> Year)
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- 13) Ms. Mansa Verma, HoD, B-Ed SE (VI) for Elected Student Representatives (1<sup>st</sup> & 2<sup>nd</sup> Year)



# Ashtavakra Institute of Rehabilitation Sciences & Research

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Affiliated to GURU GOBIND SINGH INDRAPRASHTHA UNIVERSITY

Ref. No :- AIRSR/2025-26/5301-A

Date:- 27.11.2025

## STUDENTS GRIEVANCE REDRESSAL COMMITTEE

### Minutes of Meeting

A meeting of the Students Grievance Redressal Committee member was convened in the conference room of Ashtavakra Institute of Rehabilitation Sciences and Research at 11:30 AM on 27.11.2025. Following members are present in the meeting the name of the members are as follows:

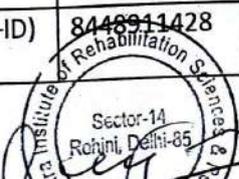
S. No.	Name	Member	Mobile No.	E-mail
1.	Mrs. Sanjana Mittal	Deputy Director, AIRSR	9899901819	sanjanaddl@gmail.com
2.	Mr. Jitender Srivastava	Nodal Officer-GRC	9811125565	jitenderajni@gmail.com
3.	Mrs. Geeta Bhutani	Principal-In-Charge, Student, Welfare	9971224817	ashtavakrastudentwelfare@gmail.com
4.	Ms. Mansa Verma	Member, AIRSR	8800241657	Mansaverma1585@gmail.com
5.	Dr. J.Das	Psychiatrist, SGRC and Visiting	8287278762	jdajdas@rediffmail.com
6.	Dr. Sashi Bhushan Kumar Gupta	Professional Students Councilor, Outside Visiting	7048979076	Shashi2007pmch@gmail.com
7.	DR. Nupur Sharma	Psychologist, SGRC and Faculty, AIRSR	9354315515	Snupur113@gmail.com
8.	Mr. Ramesh Kumar	Sr. Admin Officer	9953233757	prorehab@tecnia.in

### Elected Student Representatives – 1<sup>st</sup> Year

S. No.	Student Name	Enroll. No.	Program	Mobile No.	E-mail
1.	Kritika	00152312225	(B-ED SE –HI)	9354929746	Prajapatkritika420@gmail.com
2.	Mansi	01952312525	(B-ED SE –ID)	9319912134	ghududagar006@gmail.com
3.	Faguni	00152312625	(B-ED SE –VI)	9315369738	Fagunisolanki30@gmail.com
4.	Bhumi	00552312425	(B-ED SE – ASD)	9643025704	gbhumi@gmail.com
5.	Fatima	00952312325	(B-ED SE –LD)	9625630868	Khanfatima01@gmail.com

### Elected Student Representatives – 2<sup>nd</sup> Year

S. No.	Student Name	Enroll. No.	Program	Mobile No.	E-mail
1.	PRATI KSHA	35352312224	(B-ED SE –HI)	9650415299	Pratiksha2@gmail.com
2.	JHANVI	2152312524	(B-ED SE –ID)	8448911428	jhanvijhanvi766@gmail.com



3.	HARSHITA GUPTA	252312624	(B-ED SE -VI)	8860590061	harshigupta763@gmail.com
4.	YASH SINGH	452312424	(B-ED SE - ASD)	8882041296	syash0563@gmail.com
5.	PAWAN KUMAR	01452312324	(B-ED SE -LD)	8920805985	pk9873208066@gmail.com

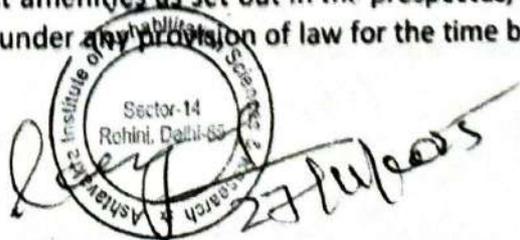
Following meeting agenda was taken up in the meeting

**Item number 1:** To appraise November about UGC establish meant and mechanism for grievance redressal regulation 2012.

**Resolved:** The student or appraised during the orientation program about the grievance redressal regulation 2012 and invited the student to speak in confidence with their class in charge and in charge student welfare.

**Item number 2:** List of grievance as has been put forward the definition of the above regulation in clause number three, subclause H serial number I - XVI: namely

1. Admission contrary to merit determined in accordance with the declared admission policy of the institution.
2. Irregularity in the process under the declared admission policy of the institution.
3. Refusal to admit in accordance with the declared admission policy of the admission.
4. Non—publication of prospectus by the institution, in accordance with the provisions of this regulation.
5. Publication by the institution of any information in the prospectus, which is false or misleading, and not based on facts.
6. With holding of, or refusal to return, I need document in the form of certificate 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 fees or fees in respect of any course or program of study which such student does not intend to pursue.
7. Demand of money in excess of that specified to be charge in the declared admission policy of the institution.
8. 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.
9. Non-payment or delay in payment of scholarships or financial aid is admissible to any student under the declared admission policy of such institution, or under the condition, if any, prescribed by the commission.
10. Delay by the institution in the conduct of examination, or declaration of result, beyond the schedule specified in the Academy calendar of the institution, or in such calendar prescribed by the commission.
11. 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 provision of law for the time being in force.



12. Non-transparent or unfair practices adopted by the institution for the evaluation of student.
13. Delay in, or denial of, the refund of fees due to a student who withdraws admission within the time mentioned in the prospectus, or as may be notified by the commission.
14. Complaints of alleged discrimination of students from the scheduled caste, scheduled Tribes, other backward classes, women's, minority or persons with disabilities categories.
15. Denial of quality education as promised at the time of admission or required to be provided; and
16. Harassment or victimization of a student, other than cases of harassment, which ought to be proceeded against under the panel provisions of any law for the time being in force.

**Resolved:** The students were appraised during the orientation program about the type of grievances as mentioned in regulation 2012 and invited the student to speak in confidence on all the XV1 types of point with their class in charges and in charges student welfare.

**Item No. 3:** To notify Grievance Redressal Committee on Institute website.

**Resolved:** The students are appraised and notify about the types of Grievances Redressal Committee on Institute website.

**Item No. 4:** To appraise all stakeholders about Notification statute of SGRC of UGC and AICTE.

**Resolved:** The students are appraised and notify about the Notification Statute of SGRC of UGC and AICTE on Institute website.

**Item No. 5:** To appraise all stakeholders that Institute prominently published/notified the details of SGRC by Ashtavakra prospectus.

**Resolved:** The students and are appraised about the SGRC through published/notified in Ashtavakra – Times and on Institute website.

**Item No. 6:** Maintenance of Grievance Form "Online Student Grievance" link on Institute website.

**Resolved:** The Student and Stakeholders are appraised and notify about "Online Student Grievance" link on Institute website for Grievance Form.

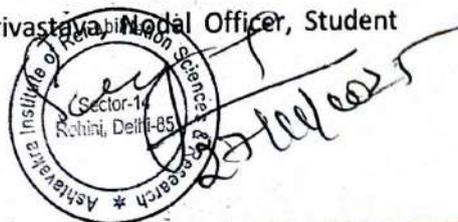
**Item No. 7:** To introduce New Syllabus of B. Ed SE(ID/ASD/HI/LD/VI).

**Resolved:** The Student introduce about the new syllabus of B. Ed SE(ID/ASD/HI/LD/VI).

**Item No. 8:** Students Feedback

**Resolved:** The Student and Stakeholders are appraised about the "Online Student Feedback" link on Institute website.

Meeting ended with the thanks to the chair Mr. Jitender Srivastava, Nodal Officer, Student Grievance Redressal Committee.



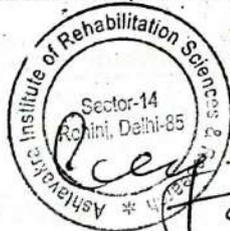
Mr. Jitender Srivastava  
Member Secretary, SGRC  
Faculty-HI Dept.



Cc to:

All the members of SGRC including

1. Mrs. Sanjana Mittal, Deputy Director, AIRSR, Chairperson, SGRC AIRSR. *Sanjana*
2. Mr. Jitender Srivastava, Nodal Officer-GRC. *Jitender*
3. Mrs. Geeta Bhutani, Principal-In-Charge, Student Welfare. *Geeta*
4. Ms. Mansa Verma, Member, AIRSR. *Mansa*
5. Dr. J. Das, Psychiatrist, SGRC. *J. Das*
6. Dr. Sashi Bhushan Kumar Gupta, Professional Students Councilor. *Sashi*
7. Dr. Nupur Sharma, Psychologist, SGRC. *Nupur*
8. Mr. Ramesh Kumar, Sr. Admin Officer. *Ramesh*
9. HoD, B-Ed SE (ASD) for Elected Student Representative (1<sup>st</sup> & 2<sup>nd</sup> Year). *Geeta*
10. HoD, B-Ed SE (ID) for Elected Student Representative (1<sup>st</sup> & 2<sup>nd</sup> Year). *Geeta*
11. HoD, B-Ed SE (LD) for Elected Student Representative (1<sup>st</sup> & 2<sup>nd</sup> Year). *Geeta*
12. HoD, B-Ed SE (HI) for Elected Student Representative (1<sup>st</sup> & 2<sup>nd</sup> Year). *Geeta*
13. HoD, B-Ed SE (VI) for Elected Student Representative (1<sup>st</sup> & 2<sup>nd</sup> Year). *Mansa*



*20/11/2025*



# Ashtavakra Institute of Rehabilitation Sciences & Research

App.by Rehabilitation Council of India, Ministry of Social Justice & Empowerment, Govt. of India

Affiliated to GURU GOBIND SINGH INDRAPRASHTHA UNIVERSITY

Ref. No :- AIRSR/2025-26/5301-C

Date:- 27.11.2025

## STUDENTS GRIEVANCE REDRESSAL COMMITTEE

### Action Taken Report (ATR)

A meeting of the Students Grievance Redressal Committee member was convened in the Conference Room of Ashtavakra Institute of Rehabilitation Sciences and Research at 11:30 AM on 27.11.2025. Following members are present in the meeting the name of the members are as follows:

S. No.	Name	Member	Mobile No.	E-mail
1.	Mrs. Sanjana Mittal	Deputy Director, AIRSR	9899901819	sanjanaddl@gmail.com
2.	Mr. Jitender Srivastava	Nodal Officer-GRC	9811125565	jitenderajni@gmail.com
3.	Mrs. Geeta Bhutani	Principal-In-Charge, Student, Welfare	9971224817	ashtavakrastudentwelfare@gmail.com
4.	Ms. Mansa Verma	Member, AIRSR	8800241657	Mansaverma1585@gmail.com
5.	Dr. J.Das	Psychiatrist, SGRC and Visiting	8287278762	jdassdas@rediffmail.com
6.	Dr. Sashi Bhushan Kumar Gupta	Professional Students Councilor, Outside Visiting	7048979076	Shashi2007pmch@gmail.com
7.	DR. Nupur Sharma	Psychologist, SGRC and Faculty, AIRSR	9354315515	Snupur113@gmail.com
8.	Mr. Ramesh Kumar	Sr. Admin Officer	9953233757	prorehab@tecnia.in

### Elected Student Representatives - 1<sup>st</sup> Year

S. No.	Student Name	Enroll. No.	Program	Mobile No.	E-mail
1.	Kritika	00152312225	(B-ED SE -HI)	9354929746	Prajapatkritika420@gmail.com
2.	Mansi	01952312525	(B-ED SE -ID)	9319912134	ghududagar006@gmail.com
3.	Faguni	00152312625	(B-ED SE -VI)	9315369738	Fagunisolanki30@gmail.com
4.	Bhumi	00552312425	(B-ED SE - ASD)	9643025704	gbhumi@gmail.com
5.	Fatima	00952312325	(B-ED SE -LD)	9625630868	Khanfatima01@gmail.com

### Elected Student Representatives - 2<sup>nd</sup> Year

S. No.	Student Name	Enroll. No.	Program	Mobile No.	E-mail
1.	PRATIKSHA	35352312224	(B-ED SE -HI)	9650415299	Pratiksha2@gmail.com
2.	JHANVI	2152312524	(B-ED SE -ID)	8448911428	jhanvijhanvi766@gmail.com



27/11/2025

3.	HARSHITA GUPTA	252312624	(B-ED SE -VI)	8860590061	harshigupta763@gmail.com	JH
4.	YASH SINGH	452312424	(B-ED SE - ASD)	8882041296	syash0563@gmail.com	Yash
5.	PAWAN KUMAR	01452312324	(B-ED SE -LD)	8920805985	pk9873208066@gmail.com	Pawan

Following meeting agenda was taken up in the meeting

Item number 1: To appraise about UGC establish meant and mechanism for grievance redressal regulation 2012.

Resolved: The student or appraised during the orientation program about the Grievance Redressal Regulation 2012 and invited the student to speak in confidence with their class in charge and in charge Student Welfare.

ATR: All the students are appraised about the SGRC on orientation day in the campus and during interaction details presentation and question answer session was conducted to bring in clarity also class in charge are frequently meeting thorough Elected Student Representatives in both Years.

Item No. 2: To notify Grievance Redressal Committee on Institute website.

Resolved: The Students are appraised and notify about the types of Grievances Redressal Committee on Institute website.

ATR: All the students and stakeholders were appraised about the SGRC on Institute website also to lodge the grievance if any.

Item No. 3: To appraise all stakeholders about Notification statute of SGRC of UGC and AICTE.

Resolved: The students are appraised and notify about the Notification Statute of SGRC of UGC and AICTE on Institute website.

ATR: All the student and stakeholders are appraised about the SGRC on Institute website.

Item No. 4: To appraise all stakeholders that Institute prominently published/notified the details of SGRC by Ashtavakra prospectus.

Resolved: The students and are appraised about the SGRC through published/notified in Ashtavakra - Times and on Institute website.

ATR: All the students and stakeholders are appraised about the SGRC on Institute website.

Item No. 5: Maintenance of Grievance Form "Online Student Grievance" link on Institute website.



Resolved: The Student and Stakeholders are appraised and notify about "Online Student Grievance" link on Institute website for Grievance Form.

ATR: All the students and stakeholders or appraised about the SGRC link on Institute website for Grievance Form.

Item No. 6: Student Grievance if any.

Resolved: No major or minor grievance was observed and received from any stakeholder.

ATR: All the students and stakeholders are appraised about the SGRC on orientation day in the campus and during interaction details presentation and question answer session was conducted to bring in clarity also Class In-charges or frequently meeting through Elected Student Representatives in both shifts, no grievance made by any student.

~~Item No. 7: To Introduce New Syllabus of B. Ed SE(ID/ASD/HI/LD/VI).~~

Resolved: The Student introduce about the new syllabus of B. Ed SE(ID/ASD/HI/LD/VI).

ATR: All the Students and stakeholders are get to know their New Syllabus also give one copy to students for their awareness.

Item No. 8: Students Feedback

Resolved: The Student and Stakeholders are appraised about the "Online Student Feedback" link on Institute website.

ATR: All the students and stakeholders are appraised about the "Online Student Feedback" link on Institute website.

Meeting ended with the thanks to the chair Mr. Jitender Srivastava, Nodal Officer, Student Grievance Redressal Committee.

Mr. Jitender Srivastava  
Member Secretary, SGRC  
Faculty-HI Dept.



*Jitender Srivastava*  
25/11/2015

Cc to:

All the members of SGRC including

1. Mrs. Sanjana Mittal, Deputy Director, AIRSR, Chairperson, SGRC AIRSR.
2. Mr. Jitender Srivastava, Nodal Officer-GRC.

*Jitender Srivastava*

3. Mrs. Geeta Bhutani, Principal-in-Charge, Student Welfare *(Signature)*
4. Ms. Mansa Verma, Member, AIRSR *(Signature)*
5. Dr. J. Das, Psychiatrist, SGRC *(Signature)*
6. Dr. Sashi Bhushan Kumar Gupta, Professional Students Councilor *(Signature)*
7. Dr. Nupur Sharma, Psychologist, SGRC *(Signature)*
8. Mr. Ramesh Kumar, Sr. Admin Officer *(Signature)*
9. HoD, B-Ed SE (ASD) for Elected Student Representative (1<sup>st</sup> & 2<sup>nd</sup> year) *(Signature)*
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12. HoD, B-Ed SE (HI) for Elected Student Representative (1<sup>st</sup> & 2<sup>nd</sup> year) *(Signature)*
13. HoD, B-Ed SE (VI) for Elected Student Representative (1<sup>st</sup> & 2<sup>nd</sup> year) *(Signature)*



*(Signature)*  
27/11/2025



# Ashtavakra Institute of Rehabilitation Sciences & Research

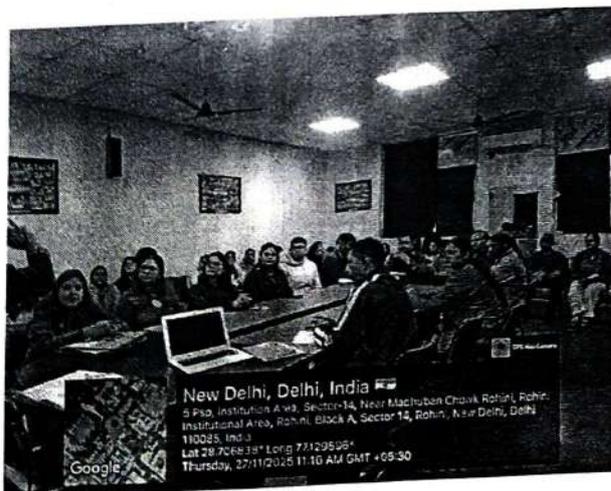
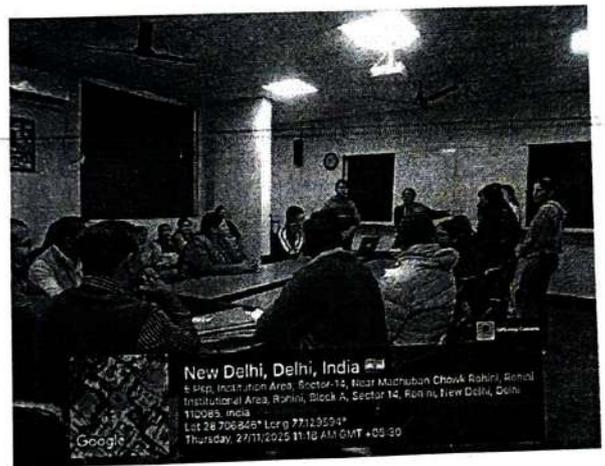
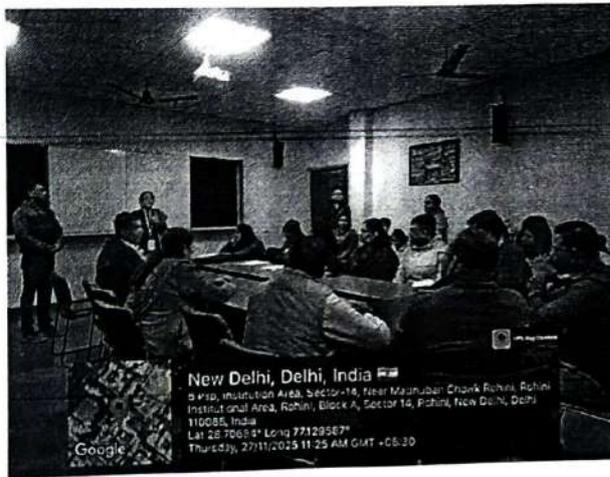
App. by Rehabilitation Council of India, Ministry of Social Justice & Empowerment, Govt. of India

Affiliated to GURU GOBIND SINGH INDRAPRASHTHA UNIVERSITY

## NOTIFICATION

### Student Grievance Redressal Committee (SGRC) Meeting

SGRC Meeting in Progress with Members and Student Representative on 27.11.2025.





# Ashtavakra Institute of Rehabilitation Sciences & Research

App. by Rehabilitation Council of India, Ministry of Social Justice & Empowerment, Govt. of India  
Affiliated to GURU GOBIND SINGH INDRAPRASHTHA UNIVERSITY

Ref. No : - AIRSR/2025-26/5285-A

Date: - 12.11.2025

## NOTIFICATION

Subject: Details regarding nomination of Student Representative in Students Grievances Redressal Committee.

Reference to the mail received from GGSIP University, affiliationbranch@123.gmail.com, Affiliation Branch in regards to the information with respect to the procedure or more followed by your institute for nominating student's representative in the Grievance Redressal Committee constituted by your institute, is required at the earliest. As per court direction, the nomination has to be through election.

In pursuance to a direction of the Hon'ble Delhi High Court dated 17.05.2019 in WP(Cr) 793/2017; GGSIPU under clause 3(II)(d) of Statue 24 issues directions vide letter no. GGSIPU/2019-20/legal/1916 Dt.23.05.2019. Institute in compliance of the same hear by invite the name of the students to the student's representative in SGRC constituted by AIRSR through election mode.

The details of which are as under:

1. Last date of giving names for candidature – latest by 1 PM on 14/11/2025.
2. Email ID: [Ashtavakrastudentwelfare@gmail.com](mailto:Ashtavakrastudentwelfare@gmail.com).
3. Date of notifying the list of candidates applied for Elections – by 04:00 PM on 17/11/2025.
4. Date and time of election – 18/11/2025 at 10:00 AM.
5. Result declaration and notification: 20/11/2025 by 04:00 PM.

Eligibility: The candidate must be a student of Ashtavakra Institute of Rehabilitation Sciences and Research.

Mr. Jitender Srivastava  
Nodal Officer-SGRC  
Faculty-HI Dept.



12/11/2025

Copy to:

1. All member of SGRC including
2. Deputy Director-AIRSR
3. In charge Student Welfare
4. HOD B.Ed Spl. Ed.(ID/HI/VI/ASD/LD) for information to all the students.
5. IT Dept. for uploading on the website.