



# **BHARAT INSTITUTE OF TECHNOLOGY**

(Sponsored by Chinta Reddy Madhusudhan Reddy Educational Society)  
(Affiliated to JNTU, Recognised by AICTE & Approved by Pharmacy Council of India)  
Mangalpally (Village), Ibrahimpatnam, Ranga Reddy District - 501 510.  
Ph : 958414252645, (Admn. Office : 91-040-27676372, 27645849)

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## **PROCEDURE FOR RAISING A GRIEVANCE / COMPLAINT**

1. Whenever a student/staff member has a grievance and decides to bring into the notice of the institutional Grievance redressal Cell He or she shall raise the Grievance by writing a letter explaining the details of grievance along with a filled in grievance form.
2. He/ She shall hand over the grievance form attached to the hand written letter to any of the grievance committee members by hand or shall drop in the drop box provided in front of the office room.
3. The committee shall collect the grievances from the drop box and shall execute on it to solve it within a reasonable time.



**CHAIRMAN**  
**(Anti- Ragging committee**  
**& Anti Ragging Squad**



# **BHARAT INSTITUTE OF TECHNOLOGY**

**Mangalpally, Ibrahimpatnam, R.R. District, PIN-501510**

**(Affiliated to JNTUH, Approved by AICTE and PCI, New Delhi. Accredited by NAAC)**

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## **STUDENT GREVIENCE FORM**

### **Student details:**

<b>Name of the Student</b>	
<b>Student ID</b>	
<b>Program</b>	
<b>Semester/Year</b>	

### **Grievance Details:**

### **When Did the Issue happen?**

<b>Date of filing the grievance</b>	
<b>Signature of the faculty</b>	