



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/2026-27/5420

Date:- 23.04.2026

STUDENTS GRIEVANCE REDRESSAL COMMITTEE MEETING NOTICE

- 1) Mrs. Sanjana Mittal, Deputy Director, Chairperson, SGRC, AIRSR *Sanj 23/4/26*
- 2) Mr. Jitender Srivastava, Nodal Officer-GRC *Jitender 23/4/26*
- 3) Mrs. Geeta Bhutani, In-Charge, Student Welfare *Geeta 23/4/26*
- 4) Ms. Mansa Verma, Member, AIRSR *Mansa 23/4/26*
- 5) Dr. J. Das, Psychiatrist, SGRC
- 6) Dr. Sashi Bhushan Kumar Gupta, Professional Students Counselor *Sashi*
- 7) Md. Haseeb, Psychologist, SGRC
- 8) Mr. Ramesh Kumar, Sr. Admin Officer *Ramesh*
- 9) Mohd. Haseeb Ahmad, HoD, B-Ed SE (ASD) for Elected Student Representatives (1st & 2nd Year) *Mohd. Haseeb Ahmad*
- 10) Mr. Geeta Bhutani, HoD, B-Ed SE (ID) for Elected Student Representatives (1st & 2nd Year) *Geeta Bhutani 23/4/26*
- 11) Ms. Anoushka Sharma, HoD, B-Ed SE (LD) for Elected Student Representatives (1st & 2nd Year) *Anoushka 23/4/26*
- 12) Ms. Radha Rawat, HoD, B-Ed SE (HI) for Elected Student Representatives (1st & 2nd Year) *Radha 23/4/26*
- 13) Ms. Mansa Verma, HoD, B-Ed SE (VI) for Elected Student Representatives (1st & 2nd Year) *Mansa 23/4/26*

Subject: SGRC meeting to be held on 27.04.2026

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 27.04.2026 at 11:30AM in the Conference Room 101, AIRSR.

Please confirm your participation in the process by telephone.

Thanking you,

Jitender 23/4/26
Yours faithfully
Mr. Jitender Srivastava
Member Secretary, SGRC
Assistant Professor-HI Dept.

Anita 23/04/2026
Dr. Anita Rai
Principal, AIRSR

Sanjana 23/4/26
Ms. Sanjana Mittal
Deputy Director, AIRSR





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Ref. No : - AIRSR/2026-27/5422-A

Date: - 27.04.2026

STUDENTS GRIEVANCE REDRESSAL COMMITTEE MEETING AGENDA

Following AGENDA ITEMS had been taken up for the SGRC Meeting to be held on 27.04.2026

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



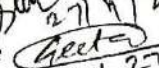
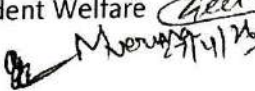


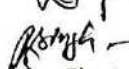

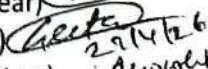
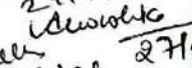
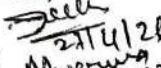
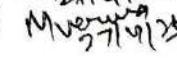
Item No. 7: To introduce New Syllabus of B-Ed SE (ID/ASD/LD/Hi/VI)

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
Assistant Professor-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, 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 
- 7) Dr. Nupur Sharma, Psychologist, SGRC 
- 8) Mr. Ramesh Kumar, Sr. Admin Officer 
- 9) Md. Haseeb Ahmad, HoD, B-Ed SE (ASD) for Elected Student Representatives (1st & 2nd Year) 
- 10) Mr. Geeta Bhutani, HoD, B-Ed SE (ID) for Elected Student Representatives (1st & 2nd Year) 
- 11) Ms. Anoushka Sharma, HoD, B-Ed SE (LD) for Elected Student Representatives (1st & 2nd Year) 
- 12) Ms. Radha Rawat, HoD, B-Ed SE (HI) for Elected Student Representatives (1st & 2nd Year) 
- 13) Ms. Mansa Verma, HoD, B-Ed SE (VI) for Elected Student Representatives (1st & 2nd Year) 





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Ref. No :- AIRSR/2026-27/5422-B

Date:- 27.04.2026

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 27.04.2026. 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	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 – 1st 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 – 2nd Year

S. No.	Student Name	Enroll. No.	Program	Mobile No.	E-mail
1.	PRATIKSHA	35852312224	(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

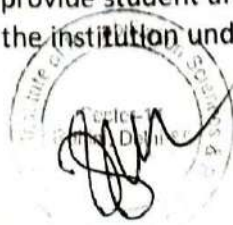
Following meeting agenda was taken up in the meeting

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.



[Handwritten Signature]
27/4/26

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. *[Signature]* 27/4/26
2. Mr. Jitender Srivastava, Nodal Officer-GRC. *[Signature]* 27/4/26
3. Mrs. Geeta Bhutani, Principal-In-Charge, Student Welfare. *[Signature]* 27/4/26
4. Ms. Mansa Verma, Member, AIRSR. *[Signature]* 27/4/26
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 (1st & 2nd Year). *[Signature]*
10. HoD, B-Ed SE (ID) for Elected Student Representative (1st & 2nd Year). *[Signature]* 27/4/26
11. HoD, B-Ed SE (LD) for Elected Student Representative (1st & 2nd Year). *[Signature]* 27/4/26
12. HoD, B-Ed SE (HI) for Elected Student Representative (1st & 2nd Year). *[Signature]* 27/4/26
13. HoD, B-Ed SE (VI) for Elected Student Representative (1st & 2nd Year). *[Signature]* 27/4/26





Ashtavakra Institute of Rehabilitation Sciences & Research

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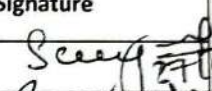
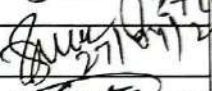
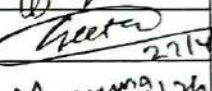
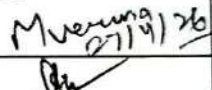
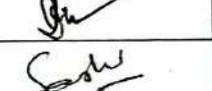
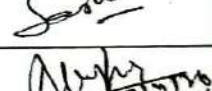
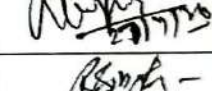
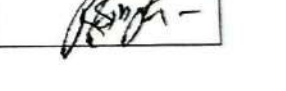
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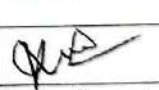
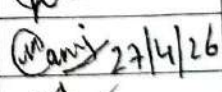


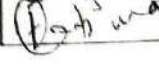
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Date:- 27.04.2026

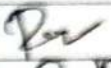




MEETING ATTENDANCE SHEET

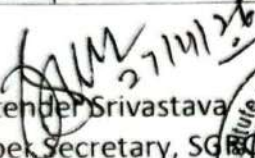
Attendance of Student Grievance Redressal Committee meeting of member held in Conference Hall 1st floor, AIRSR at 11:30 PM on 27.04.2026

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	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 st 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)	



Elected Student Representative – 2 nd Year			
S. No.	Name	Enroll. No.	Signature
1.	PRATIKSHA	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-ASO)	
5.	PAWAN KUMAR	01452312324 (B-Ed SE-LD)	


 Mr. Jitender Srivastava
 Member Secretary, SGRSC
 Assistant Professor-HI





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Ref. No :- AIRSR/2026-27/5422-D

Date:- 27.04.2026

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 27.04.2026. 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	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 – 1st 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	Fagunisolkanki30@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 – 2nd 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 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.

Cc to:

All the members of SGRC including

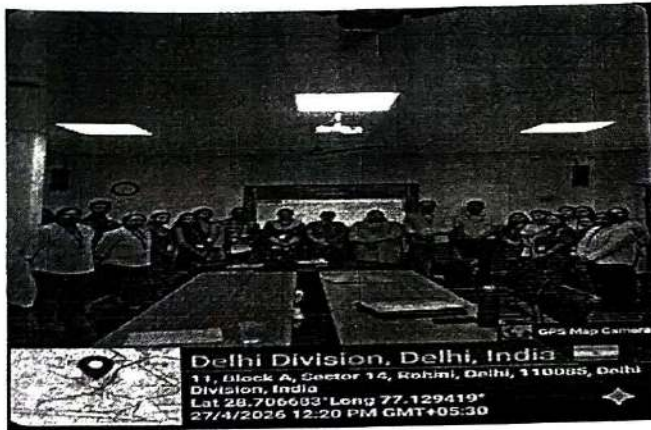
1. Mrs. Sanjana Mittal, Deputy Director, AIRSR, Chairperson, SGRC AIRSR.
2. Mr. Jitender Srivastava, Nodal Officer-GRC.
3. Mrs. Geeta Bhutani, Principal-In-Charge, Student, Welfare.
4. Ms. Mansa Verma, Member, AIRSR.
5. Dr. J. Das, Psychiatrist, SGRC.
6. Dr. Sashi Bhushan Kumar Gupta, Professional Students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



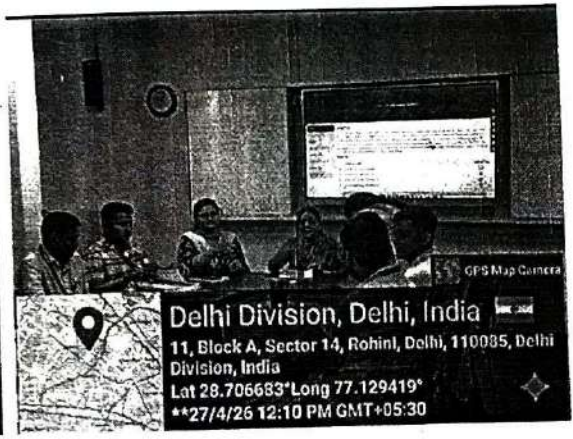
12. HoD, B-Ed SE (HI) for Elected Student Representative (1st & 2nd Year).
13. HoD, B-Ed SE (VI) for Elected Student Representative (1st & 2nd Year).

27/4/24
M. J. Singh
27/4/24

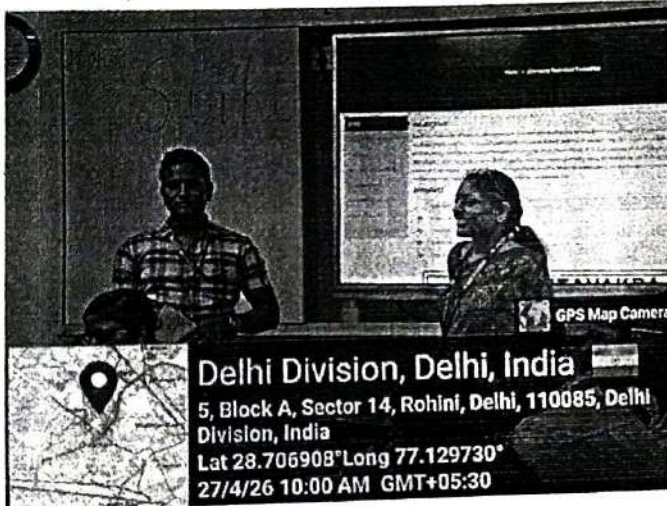




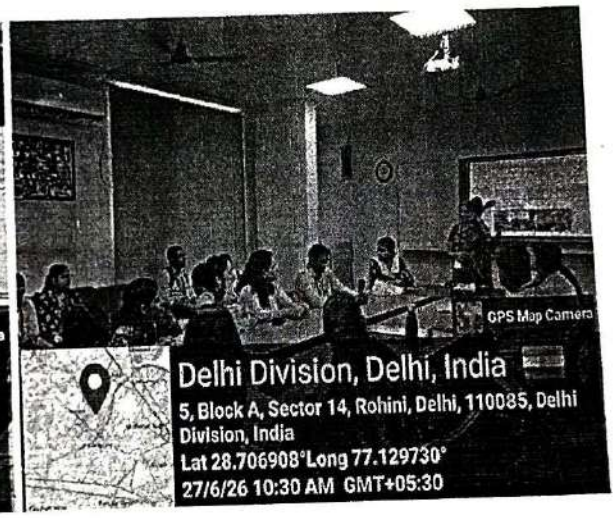
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Delhi Division, Delhi, India
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