Awadh Centre of Education
Institute of Vocational Studies
Department of Education

Awadh Bhawan
FC-31, Sheikh Sarai, Phase - II
Institutional Area
Press Enclave Road
New Delhi - 110017

Tele : +91-11-29257793-94

O/C

Date: 19 -01 -2026

Ref No.: SGRC File/2025-26/435

To,
The Joint Registrar
Affiliation Branch
GGSIP University
Dwarka, New Delhi

19/01/2026

Affiliation Branch
Guru Gobind Singh Indraprastha University
Sector-16-C, Dwarka, New Delhi-110078

Subject: Report of Proceedings of SGRC (Session 2025-26)

Respected Sir/Madam,
We are submitting the Report of Proceedings of SGRC as required.

Thanks & Regards

Dr. Mandira Gupta
Principal
Institute of Vocational Studies

Dr. (Mrs.) MANDIRA GUPTA
Principal
Institute Of Vocational Studies
FC-31, Awadh Bhawan,
Press Enclave Road, Sheikh Sarai-II,
New Delhi-110017

Students' Grievance Redressal Mechanism
SGRC Report (Academic Session 2025-2026)

Under IQAC Cell, Students' Grievance Redressal and Welfare Committee of IVS maintain a conducive and coherent environment. The committee enables the students to express feelings by initiating and pursuing the grievance procedure in accordance with the rules and regulation of the institution.

In the view of the above provision, IVS has appointed Ms. Aakriti Lajpal, Professional Student Counselor for the Redressal of grievances of students of IVS.

Objectives:

The objectives of the Students' Grievance Redressal and Welfare Committee are as follows:-

1. To make students aware of all the services planned and provided by the college.
2. To encourage students to share their grievances freely, without any fear and seek solution.
3. To advise the staff members to be sympathetic, active and affectionate in dealing with issues of the students.
4. To uphold the dignity of the institution by ensuring strife free atmosphere.
5. To maintain a cordial relation among students and teachers in the campus.
6. To strictly prohibit ragging and sexual harassment in any form inside and outside the institution.

Some of the Grievances of the semester- III that were discussed in the meetings are shared below:-

- Issues related to Internship
- Issues related to fees.
- Issues related to requirement of leaves.
- Problems related to academics & Co-curricular activities

The Committee members discussed the possible solutions to the grievances that the students mentioned and the action were taken accordingly to resolve the same.

- Regular mentoring, feedback sessions, and student–teacher interactions were conducted.
- Institute regularly collects feedback from the students related to curriculum, teachers, classroom and content delivered etc.
- Scholarship was shared with the students and verified timely for further process.
- To boost the confidence of girl students, 10 days self defense training programme was conducted under NSS Cell.
- Group discussion was organized for B.Ed. students on the topic "Gender Sensitivity in Education – How can teachers ensure equality in classrooms? So that student sensitizes the concept of equality among themselves.
- There was organization of Role play on the theme "Healthy Living Habits" Students participated enthusiastically and presented short role plays highlighting the importance of adopting healthy lifestyle practices among students for better living.

19.01.26

DR. (Mrs.) NANDINI GUPTA
Principal
Institute Of Vocational Studies
FC-31, Award Enclave, Shalimar Bagh-II
Press Enclave Road, Shalimar Bagh-II

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Tele : +91-11-29257793-94

Ref. No. IVS/B.Ed./SGRC/2025-26/451

Date: 16-06-2026

Affiliation Branch
Guru Gobind Singh Indraprastha University
Sector-16C, Dwarka, New Delhi-110078

To,
The Joint Registrar
Affiliation Branch
GGSIP University
Dwarka, New Delhi

Subject: Report of Proceedings of SGRC (Session 2025-26)

Respected Sir/Madam,
We are submitting the Report of Proceedings of SGRC as required.

Thanks & Regards

Dr. Mandira Gupta
Principal
Institute of Vocational Studies

Dr. (Mrs.) MANDIRA GUPTA
Principal
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FC-31, Awadh Bhawan,
Press Enclave Road, Sheikh Sarai-II
New Delhi-110017

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2. To encourage students to share their grievances freely, without any fear and seek solution.
3. To advise the staff members to be sympathetic, active and affectionate in dealing with issues of the students.
4. To uphold the dignity of the institution by ensuring strife free atmosphere.
5. To maintain a cordial relation among students and teachers in the campus.
6. To strictly prohibit ragging and sexual harassment in any form inside and outside the institution.

Some of the Grievances of the semester- IV that were discussed in the meetings are shared below:-

- Issue related to admission process.
- Issue related to face the interview
  In schools.
- Issues related to requirement of leaves.
- Issue related to refundable fees.
- Problems related to academics & Co-curricular activities

The Committee members discussed the possible solutions to the grievances that the students mentioned and the action were taken accordingly to resolve the same.

- Regular mentoring, feedback sessions, and student–teacher interactions were conducted.
- There were regular counseling of the students for enrollment in schools by organizing extension lecture , workshops and seminars.
- Institute regularly collects feedback from the students related to curriculum, teachers, classroom and content delivered etc.
- Scholarship was shared with the students and verified timely for further process.
- The Query of the students is resolved by the Faculty members.

15.06.26.

