

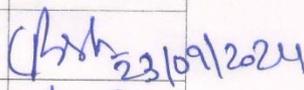
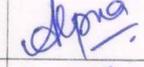
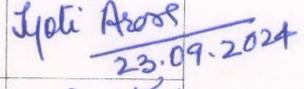
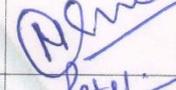
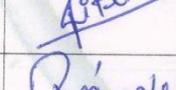
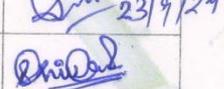
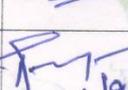
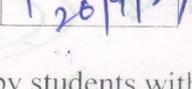
Ref.No. MBSSPA/SGRWC/2024

Dated: 23.09.2024

## Student Grievance Redressal and Welfare Committee

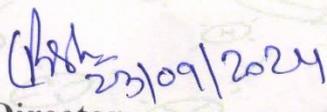
(As required by Advisory under 3(ii) (d) of statute 24 of the University)

In order to maintain cordial, warm and confidence building relationship between the students and teachers/authorities, and as required in terms of ordinance no.32 of the Guru Gobind Singh Indraprastha University, a 'Students Grievance Redressal & Welfare Committee' has been constituted with the following members:-

Sl. No.	Name	Designation	Status	Phone no.	Signature
1.	Prof. Bijay Dash	Director	Chairperson	9953627371	
2.	Prof. Alpana Rohatgi	Professor	Member	9910570400	
3.	Ar. Jyoti Arora	Associate Professor	Member	9871630724	
4.	Ar. Neelam Shukla	Associate Professor	Member	9368775131	
5.	Dr. Ritu Rai	Sr. Administrator	Convener	7839129291	
6.	Mr. Ravi Kakkar	Administrator	Member	8595268400	
7.	Ms. Shivani	B.Arch (4 <sup>th</sup> Year)	Student Representative	8295438195	
8.	Mr Raman Dogra	Parent	Parent Representative	9311611992	

The Committee will attend to every letter/representation/e-mail in the nature of appeal by students with reformative approach and sympathetic consideration. Committee will suggest welfare activities for the students.

Students may approach a similar Grievance Redressal Mechanism at the University level as an appellate authority.

  
Director





# MBS SCHOOL OF PLANNING AND ARCHITECTURE

Approved by Council of Architecture

Affiliated to Guru Gobind Singh Indraprastha University, New Delhi

Notice No. MPSSPA/SGRC/2024/04

Dated: 23<sup>rd</sup> September 2024

## NOTICE

### RESULT DECLARATION

**FOR THE ELECTION OF STUDENT REPRESENTATIVE FOR CONSTITUTION OF  
STUDENT GRIEVANCE REDRESSAL AND WELFARE COMMITTEE**

**Academic Year 2024-25**

The election of student representative for constitution of Student Grievance Redressal and Welfare Committee held through Google Forms on 20<sup>th</sup> September 2024.

The following student has been elected as Student Representative for Student Grievance Redressal and Welfare Committee.

Student Name	Class	Enrolment No.
Shivani	4 <sup>th</sup> Year, Section - A	35859301621

*Bsh* 23/09/2024

(Prof. Bijay Dash)  
Director



Sector 9, PSP Area, Dwarka, New Delhi - 110077, [www.mbsarchitecture.org.in](http://www.mbsarchitecture.org.in)

☎ +91 11 28082960, 25071504 ✉ [mbsarchitecture@gmail.com](mailto:mbsarchitecture@gmail.com)

88 responses [Link to Sheets](#)

Not accepting responses

Message for respondents  
This form is no longer accepting responses

Summary Question Individual

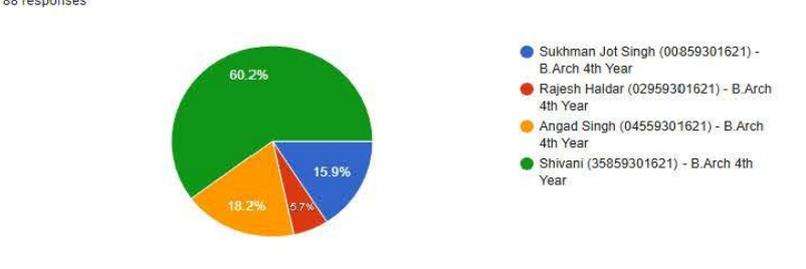
Who has responded?

- Email
- amisha2021@mbsarchitecture.org.in
  - pragati2023@mbsarchitecture.org.in
  - butkarsh2021@mbsarchitecture.org.in
  - niyati2022@mbsarchitecture.org.in
  - arpit2022@mbsarchitecture.org.in
  - ayushiw318@gmail.com
  - deevag06@gmail.com
  - prakshi2022@mbsarchitecture.org.in
  - kripanshsharma2006@gmail.com
  - diuy2021@mbsarchitecture.org.in
  - mayur2023@mbsarchitecture.org.in

- Email
- 88 responses
- piyush2021@mbsarchitecture.org.in
  - sudhi2021@mbsarchitecture.org.in
  - madhurish667@gmail.com
  - harshit2021@mbsarchitecture.org.in
  - sahil2023@mbsarchitecture.org.in
  - abhaychandel459@gmail.com
  - nitish2023@mbsarchitecture.org.in
  - ashwinsharmax0607@gmail.com
  - rini2021@mbsarchitecture.org.in



Please cast your vote for the candidate whom you fit suitable for the position of **Student Representative of Student Grievance Redressal and Welfare Committee** for the session **2024-25**.





# MBS SCHOOL OF PLANNING AND ARCHITECTURE

Approved by Council of Architecture

Affiliated to Guru Gobind Singh Indraprastha University, New Delhi

Notice No. MBSSPA/SGRC/2024/03

Dated: 20<sup>th</sup> September 2024

## Candidate Announcement

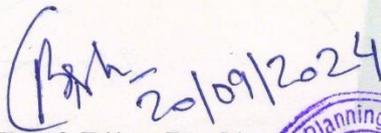
**FOR THE ELECTION OF STUDENT REPRESENTATIVE FOR CONSTITUTION  
OF STUDENT GRIEVANCE REDRESSAL AND WELFARE COMMITTEE**

**Academic Year 2024-25**

All the student, staff and faculty of MBS SPA are hereby informed that nomination of suitable candidates was invited from the students of fourth year (Batch 2021) for the election of student representative for constitution of Student Grievance Redressal and Welfare Committee for the session 2024-25.

The following students were found eligible and will be contesting the election of student representative for constitution of Student Grievance Redressal and Welfare Committee through Google Forms for the same on **20<sup>th</sup> September 2024, Friday**.

S.No.	Student Name	Enrolment Number
1.	Sukhman Jot Singh	00859301621
2.	Rajesh Halder	02959301621
3.	Angad Singh	04559301621
4.	Shivani	35859301621

  
(Prof. Bijay Dash)  
Director



Sector 9, PSP Area, Dwarka, New Delhi - 110077, [www.mbsarchitecture.org.in](http://www.mbsarchitecture.org.in)

+91 11 28082960, 25071504 ✉ [mbsarchitecture@gmail.com](mailto:mbsarchitecture@gmail.com)

# MBS School of Planning and Architecture

Sec-9 PSP Area, Dwarka, New Delhi 110077

Affiliated to GGSIPU and Approved by COA & AICTE

## Self-Nomination Form

FOR THE ELECTION OF STUDENT REPRESENTATIVE FOR CONSTITUTION  
OF STUDENT GRIEVANCE REDRESSAL AND WELFARE COMMITTEE

Academic Year 2024-25

To,

### The Director

MBS School of Planning and Architecture,  
Sector – 9, PSP Area,  
Dwarka, New Delhi – 110077.

Sub: Application for Self-Nomination for election of Student representative for constitution of Student Grievance Redressal and Welfare Committee

Respected Sir,

I, Samridhi (Name of the Student) with  
36259301621 (Enrolment Number) of B.Arch. 4th Year, Section A

hereby want to nominate myself as the student representative for constitution of Student Grievance Redressal and Welfare Committee, 2024-25.

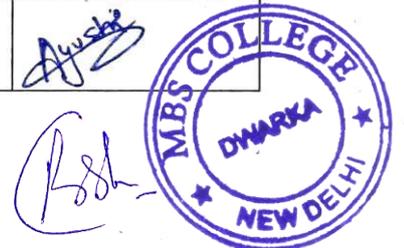
I hereby declare that I will perform all the necessary responsibilities associated with the position of Student representative to the best of my ability of the aforesaid committee.

Samridhi (Bachchan)  
(Name and Signature of the Student)

**Endorsements:** My application is duly endorsed by two students of MBS SPA.

We are acquainted with Mr./Ms. Samridhi and from our personal knowledge of him/her, we second his/her proposal for election of Student representative for constitution of Student Grievance Redressal and Welfare Committee.

S.No.	Student Name	Class/Section	Enrollment No.	Signature
1.	<u>Sukhman Jat Singh</u>	<u>4A</u>	<u>00859301621</u>	<u>Sukhman</u>
2.	<u>Ayushi Dwivedi</u>	<u>4A</u>	<u>03459301621</u>	<u>Ayushi</u>



# MBS School of Planning and Architecture

Sec-9 PSP Area, Dwarka, New Delhi 110077

Affiliated to GGSIPU and Approved by COA & AICTE

## Self-Nomination Form

FOR THE ELECTION OF STUDENT REPRESENTATIVE FOR CONSTITUTION  
OF STUDENT GRIEVANCE REDRESSAL AND WELFARE COMMITTEE

Academic Year 2024-25

To,

The Director

MBS School of Planning and Architecture,  
Sector – 9, PSP Area,  
Dwarka, New Delhi – 110077.

Sub: Application for Self-Nomination for election of Student representative for constitution of Student Grievance Redressal and Welfare Committee

Respected Sir,

I, SHIVANI HOODA (Name of the Student) with  
35859301621 (Enrolment Number) of B.Arch. 4th Year, Section A  
hereby want to nominate myself as the student representative for constitution of Student Grievance Redressal and Welfare Committee, 2024-25.

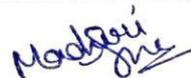
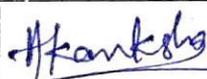
I hereby declare that I will perform all the necessary responsibilities associated with the position of Student representative to the best of my ability of the aforesaid committee.

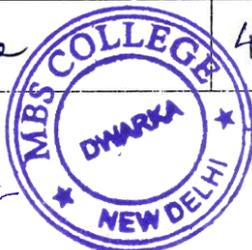


(Name and Signature of the Student)

**Endorsements:** My application is duly endorsed by two students of MBS SPA.

We are acquainted with Mr./Ms. SHIVANI HOODA and from our personal knowledge of him/her, we second his/her proposal for election of Student representative for constitution of Student Grievance Redressal and Welfare Committee.

S.No.	Student Name	Class/Section	Enrollment No.	Signature
1.	Madhuri	4 <sup>th</sup> A	04059301621	
2.	Akanksha	4 <sup>th</sup> A	02159301621	



# MBS School of Planning and Architecture

Sec-9 PSP Area, Dwarka, New Delhi 110077

Affiliated to GGSIPU and Approved by COA & AICTE

## Self-Nomination Form

FOR THE ELECTION OF STUDENT REPRESENTATIVE FOR CONSTITUTION  
OF STUDENT GRIEVANCE REDRESSAL AND WELFARE COMMITTEE

Academic Year 2024-25

To,

### The Director

MBS School of Planning and Architecture,  
Sector - 9, PSP Area,  
Dwarka, New Delhi - 110077.

Sub: Application for Self-Nomination for election of Student representative for constitution of Student Grievance Redressal and Welfare Committee

Respected Sir,

I, Sanjag Mahal (Name of the Student) with  
08459301621 (Enrolment Number) of B.Arch. 4th Year, Section A

hereby want to nominate myself as the student representative for constitution of Student Grievance Redressal and Welfare Committee, 2024-25.

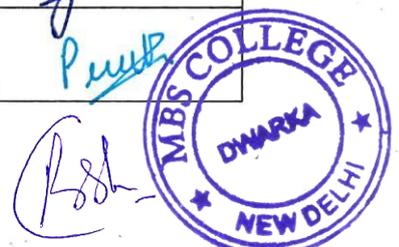
I hereby declare that I will perform all the necessary responsibilities associated with the position of Student representative to the best of my ability of the aforesaid committee.

Sanjag Mahal (Sanjag)  
(Name and Signature of the Student)

**Endorsements:** My application is duly endorsed by two students of MBS SPA.

We are acquainted with Mr./Ms. Sanjag Mahal and from our personal knowledge of him/her, we second his/her proposal for election of Student representative for constitution of Student Grievance Redressal and Welfare Committee.

S.No.	Student Name	Class/Section	Enrollment No.	Signature
1.	<u>Diya Singh Deo</u>	<u>4A</u>	<u>35759301621</u>	<u>Diya</u>
2.	<u>Preet Kaur</u>	<u>4B</u>	<u>36059301621</u>	<u>Preet</u>



# MBS School of Planning and Architecture

Sec-9 PSP Area, Dwarka, New Delhi 110077

Affiliated to GGSIPU and Approved by COA & AICTE

## Self-Nomination Form

FOR THE ELECTION OF STUDENT REPRESENTATIVE FOR CONSTITUTION  
OF STUDENT GRIEVANCE REDRESSAL AND WELFARE COMMITTEE

Academic Year 2024-25

To,

### The Director

MBS School of Planning and Architecture,  
Sector – 9, PSP Area,  
Dwarka, New Delhi – 110077.

Sub: Application for Self-Nomination for election of Student representative for  
constitution of Student Grievance Redressal and Welfare Committee

Respected Sir,

I, Divy Dipanesh Goswami (Name of the Student) with  
05459301621 (Enrolment Number) of B.Arch. 4th Year, Section A

hereby want to nominate myself as the student representative for constitution of Student  
Grievance Redressal and Welfare Committee, 2024-25.

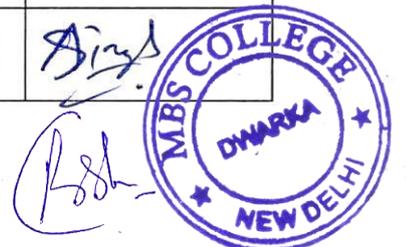
I hereby declare that I will perform all the necessary responsibilities associated with the  
position of Student representative to the best of my ability of the aforesaid committee.

Divy Dipanesh Goswami (Signature)  
(Name and Signature of the Student)

**Endorsements:** My application is duly endorsed by two students of MBS SPA.

We are acquainted with Mr./Ms. Divy Dipanesh Goswami and from our  
personal knowledge of him/her, we second his/her proposal for election of Student  
representative for constitution of Student Grievance Redressal and Welfare Committee.

S.No.	Student Name	Class/ Section	Enrollment No.	Signature
1.	<u>Sukhman Jat Singh</u>	<u>4A</u>	<u>00859301621</u>	<u>Sukhman</u>
2.	<u>Angad Singh</u>	<u>4A</u>	<u>0459301621</u>	<u>Angad</u>



# MBS School of Planning and Architecture

Sec-9 PSP Area, Dwarka, New Delhi 110077

Affiliated to GGSIPU and Approved by COA & AICTE

## Self-Nomination Form

FOR THE ELECTION OF STUDENT REPRESENTATIVE FOR CONSTITUTION  
OF STUDENT GRIEVANCE REDRESSAL AND WELFARE COMMITTEE

Academic Year 2024-25

To,

### The Director

MBS School of Planning and Architecture,  
Sector – 9, PSP Area,  
Dwarka, New Delhi – 110077.

Sub: Application for Self-Nomination for election of Student representative for  
constitution of Student Grievance Redressal and Welfare Committee

Respected Sir,

I, Angad Singh (Name of the Student) with  
04559301621 (Enrolment Number) of B.Arch. 4th Year, Section \_\_\_\_\_  
hereby want to nominate myself as the student representative for constitution of Student  
Grievance Redressal and Welfare Committee, 2024-25.

I hereby declare that I will perform all the necessary responsibilities associated with the  
position of Student representative to the best of my ability of the aforesaid committee.

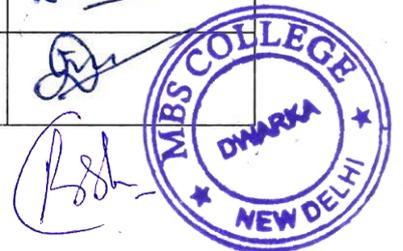
Angad Singh Singh

(Name and Signature of the Student)

**Endorsements:** My application is duly endorsed by two students of MBS SPA.

We are acquainted with Mr./Ms. Angad Singh and from our  
personal knowledge of him/her, we second his/her proposal for election of Student  
representative for constitution of Student Grievance Redressal and Welfare Committee.

S.No.	Student Name	Class/ Section	Enrollment No.	Signature
1.	<u>Sukhman Jet Singh</u>	<u>4A</u>	<u>00859301621</u>	<u>Sukhman</u>
2.	<u>Divy Dipaish Goswami</u>	<u>4A</u>	<u>05459301621</u>	<u>Divy</u>



# MBS School of Planning and Architecture

Sec-9 PSP Area, Dwarka, New Delhi 110077

Affiliated to GGSIPU and Approved by COA & AICTE

## Self-Nomination Form

FOR THE ELECTION OF STUDENT REPRESENTATIVE FOR CONSTITUTION  
OF STUDENT GRIEVANCE REDRESSAL AND WELFARE COMMITTEE

Academic Year 2024-25

To,

**The Director**

MBS School of Planning and Architecture,  
Sector – 9, PSP Area,  
Dwarka, New Delhi – 110077.

Sub: Application for Self-Nomination for election of Student representative for  
constitution of Student Grievance Redressal and Welfare Committee

Respected Sir,

I, RAJESH HALDAR (Name of the Student) with  
02959301621 (Enrolment Number) of B.Arch. 4th Year, Section A  
hereby want to nominate myself as the student representative for constitution of Student  
Grievance Redressal and Welfare Committee, 2024-25.

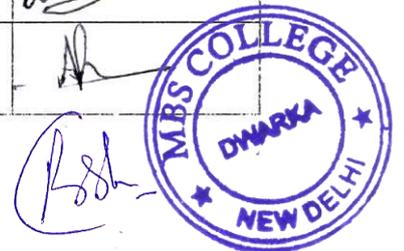
I hereby declare that I will perform all the necessary responsibilities associated with the  
position of Student representative to the best of my ability of the aforesaid committee.

*Rajesh Haldar*  
(Name and Signature of the Student)

**Endorsements:** My application is duly endorsed by two students of MBS SPA.

We are acquainted with Mr./Ms. RAJESH HALDAR and from our  
personal knowledge of him/her, we second his/her proposal for election of Student  
representative for constitution of Student Grievance Redressal and Welfare Committee.

S.No.	Student Name	Class/ Section	Enrollment No.	Signature
1.	Nitish Sharma	A	01859301621	<i>Nitish</i>
2.	Ayush Kumar	A	06859301621	<i>Ak</i>



# MBS School of Planning and Architecture

Sec-9 PSP Area, Dwarka, New Delhi 110077

Affiliated to GGSIPU and Approved by COA & AICTE

## Self-Nomination Form

FOR THE ELECTION OF STUDENT REPRESENTATIVE FOR CONSTITUTION  
OF STUDENT GRIEVANCE REDRESSAL AND WELFARE COMMITTEE

Academic Year 2024-25

To,

The Director

MBS School of Planning and Architecture,  
Sector – 9, PSP Area,  
Dwarka, New Delhi – 110077.

Sub: Application for Self-Nomination for election of Student representative for constitution of Student Grievance Redressal and Welfare Committee

Respected Sir,

I, Deepscami Mehta (Name of the Student) with  
01559301621 (Enrolment Number) of B.Arch. 4th Year, Section A  
hereby want to nominate myself as the student representative for constitution of Student Grievance Redressal and Welfare Committee, 2024-25.

I hereby declare that I will perform all the necessary responsibilities associated with the position of Student representative to the best of my ability of the aforesaid committee.

Deepscami Mehta

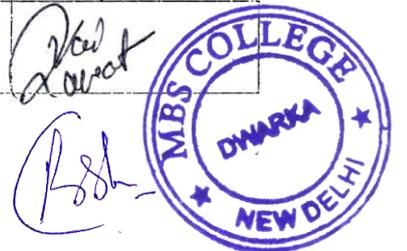
Deepscami

(Name and Signature of the Student)

Endorsements: My application is duly endorsed by two students of MBS SPA.

We are acquainted with Mr./Ms. Deepscami Mehta and from our personal knowledge of him/her, we second his/her proposal for election of Student representative for constitution of Student Grievance Redressal and Welfare Committee.

S.No.	Student Name	Class/Section	Enrollment No.	Signature
1.	Deepak Kumar	4 <sup>th</sup> B	02859301621	<u>[Signature]</u>
2.	Vishkhav Rawat	4 <sup>th</sup> B	028548210	<u>[Signature]</u>



# MBS School of Planning and Architecture

Sec-9 PSP Area, Dwarka, New Delhi 110077

Affiliated to GGSIPU and Approved by COA & AICTE

## Self-Nomination Form

FOR THE ELECTION OF STUDENT REPRESENTATIVE FOR CONSTITUTION  
OF STUDENT GRIEVANCE REDRESSAL AND WELFARE COMMITTEE

Academic Year 2024-25

To,

### The Director

MBS School of Planning and Architecture,  
Sector - 9, PSP Area,  
Dwarka, New Delhi - 110077.

Sub: Application for Self-Nomination for election of Student representative for  
constitution of Student Grievance Redressal and Welfare Committee

Respected Sir,

I, Sukhman Jot Singh (Name of the Student) with  
00859301621 (Enrolment Number) of B.Arch. 4th Year, Section A

hereby want to nominate myself as the student representative for constitution of Student  
Grievance Redressal and Welfare Committee, 2024-25.

I hereby declare that I will perform all the necessary responsibilities associated with the  
position of Student representative to the best of my ability of the aforesaid committee.

Sukhman Jot Singh (Sukhman)  
(Name and Signature of the Student)

**Endorsements:** My application is duly endorsed by two students of MBS SPA.

We are acquainted with Mr./Ms. Sukhman Jot Singh and from our  
personal knowledge of him/her, we second his/her proposal for election of Student  
representative for constitution of Student Grievance Redressal and Welfare Committee.

S.No.	Student Name	Class/ Section	Enrollment No.	Signature
1.	<u>Tarishiq Shalma</u>	<u>4A</u>	<u>01159301621</u>	<u>[Signature]</u>
2.	<u>Ayushi Dwivedi</u>	<u>4A</u>	<u>03459301621</u>	<u>[Signature]</u>



Notice No. MPSSPA/SGRC/2024/02

Dated: 2<sup>nd</sup> September 2024

## Nomination Notice

**FOR THE ELECTION OF STUDENT REPRESENTATIVE FOR CONSTITUTION  
OF STUDENT GRIEVANCE REDRESSAL AND WELFARE COMMITTEE**

### Academic Year 2024-25

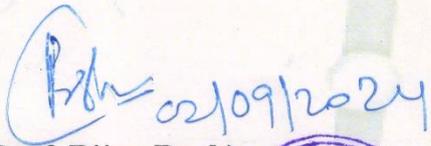
All the student, staff and faculty of MBS SPA are hereby informed that nomination of suitable candidates are invited from the students of fourth year (Batch 2021) for the election of student representative for constitution of Student Grievance Redressal and Welfare Committee for the session 2024-25.

Eligibility Criteria-

Only those students shall be eligible for nominations who-

1. Do not have any supplementary/ back in any of the subjects of any semester/year.
2. Have no disciplinary enquiry or action taken and pending against them.
3. Have not been detained from the examination due to shortage of attendance or pending dues till date.

The students who want to be considered for nomination for the above-mentioned committee are required to submit their application along with recommendations of two students of four year latest by **5<sup>th</sup> September 2024 till 5:00 PM**. Based on the nominations received election to the above committee shall be held.

  
(Prof. Bijay Dash)  
Director





# MBS SCHOOL OF PLANNING AND ARCHITECTURE

Approved by Council of Architecture

Affiliated to Guru Gobind Singh Indraprastha University, New Delhi

Notice No. MPSSPA/SGRC/2024/01

Dated: 2<sup>nd</sup> September 2024

## NOTICE ELECTION SCHEDULE

### FOR THE ELECTION OF STUDENT REPRESENTATIVE FOR CONSTITUTION OF STUDENT GRIEVANCE REDRESSAL AND WELFARE COMMITTEE Academic Year 2024-25

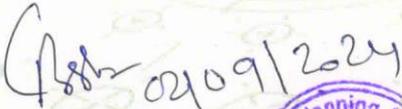
This is to inform all the students of MBS School of Planning and Architecture that MBS School of Planning and Architecture is in the process of constitution of Student Grievance Redressal and Welfare Committee. The committee shall have one student representative.

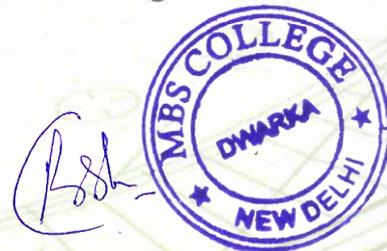
The election of the student representative for B. Arch programme would be held as per the following schedule.

Commencement of filling of nomination	Tuesday 3 <sup>rd</sup> September 2024
Last date for filing nomination	Thursday 5 <sup>th</sup> September 2024
Last date for Withdrawal of nominations	Friday 6 <sup>th</sup> September 2024
Publication of list of Eligible candidates for selection	Monday 9 <sup>th</sup> September 2024
Election through online Google form	Friday 13 <sup>th</sup> September 2024
Counting and declaration of Result	Monday 16 <sup>th</sup> September 2024

Eligibility Conditions: Only those students shall be eligible for nomination who:

- Have good academic records.
- Have no disciplinary enquiry or action taken and pending against them till date.
- Have not been detained from the examination due to shortage of attendance.
- Have no pending dues.

  
(Prof. Bijay Dash)  
Director



Sector 9, PSP Area, Dwarka, New Delhi - 110077, [www.mbsarchitecture.org.in](http://www.mbsarchitecture.org.in)

☎ +91 11 28082960, 25071504 ✉ [mbsarchitecture@gmail.com](mailto:mbsarchitecture@gmail.com)



# MBS SCHOOL OF PLANNING AND ARCHITECTURE

Approved by Council of Architecture

Affiliated to Guru Gobind Singh Indraprastha University, New Delhi

Notice No. MPSSPA/SGRC/2024/02

Dated: 2<sup>nd</sup> September 2024

## Nomination Notice

**FOR THE ELECTION OF STUDENT REPRESENTATIVE FOR CONSTITUTION  
OF STUDENT GRIEVANCE REDRESSAL AND WELFARE COMMITTEE**

### Academic Year 2024-25

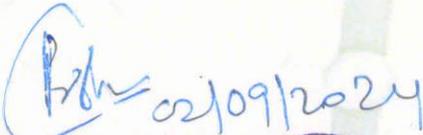
All the student, staff and faculty of MBS SPA are hereby informed that nomination of suitable candidates are invited from the students of fourth year (Batch 2021) for the election of student representative for constitution of Student Grievance Redressal and Welfare Committee for the session 2024-25.

Eligibility Criteria-

Only those students shall be eligible for nominations who-

1. Do not have any supplementary/ back in any of the subjects of any semester/year.
2. Have no disciplinary enquiry or action taken and pending against them.
3. Have not been detained from the examination due to shortage of attendance or pending dues till date.

The students who want to be considered for nomination for the above-mentioned committee are required to submit their application along with recommendations of two students of four year latest by **5<sup>th</sup> September 2024 till 5:00 PM**. Based on the nominations received election to the above committee shall be held.

  
(Prof. Bijay Dash)  
Director



# MBS School of Planning and Architecture

Sector – 9, PSP Area, Dwarka, New Delhi – 110077  
Affiliated to GGSIP University and Approved by COA & AICTE

Ref. No. MBSSPA/Students/2024/05

Dated: 23.09.2024

## NOTICE

### MECHANISM OF SUBMISSION OF GRIEVANCES BY THE STUDENTS

#### **OPTION-1: Online Mode**

Student can visit the official website of MBS SPA <https://www.mbsarchitecture.org.in/> and under the **GRIEVANCE TAB**, they can file their grievance.

#### **OPTION-2: Physical Mode**

Student may submit his/her/ Grievance in written to his/her Studio Coordinator assigned to his/her Class. Studio coordinator will then apprise about the grievance to the Batch Coordinator or Director for taking action on the grievance submitted.

#### **OPTION-3: By Post / Courier (confidential)**

Student may send his/her grievance confidentially to the Director through Post/ Courier.

### MECHANISM OF REDRESSAL BY THE COMMITTEE

**Step-1** Grievance submitted through any option will finally be handed over to Students' Grievance Redressal and Welfare Committee for taking a decision in the matter.

**Step-2** The committee meeting will immediately take place and discuss the matter. It may also call the student / students for any further clarification.

**Step-3** The committee will reach a decision and record it in the minutes of the meeting to be signed by all the members of the committee

**Step-4** The decision will be sent to the Director for further necessary action.

**Step-5** The case shall be forwarded to GGSIPU for information.

**Step-6** Action on the decision shall be ensured within 4 weeks of the date of filing of complaint.

**Step-7** Student Grievance Redressal and Welfare Committee shall sit at least twice in each semester.

  
Director 23/09/2024



**MBS School of Planning & Architecture**  
**Student Grievance Redressal & Welfare Committee Meeting**  
**Minutes of Meeting**

Meeting of Student Grievance Redressal & Welfare Committee was held on 27.9.2024 @ 4.00PM

**Agenda**

1. Introduction of members in the committee.
2. Discussion about the various procedures to be performed for Student Grievance Redressal & Welfare.

Following members were present in the meeting:

Sl.No.	NAME	DESIGNATION	STATUS	Signature
1.	Prof. Bijay Dash	Director	Chairperson	Bjsh-27/09/2024
2.	Prof. Alpna Rohatgi	Professor	Member	alpna
3.	Ar. Jyoti Arora	Associate Professor	Member	Jyoti Arora
4.	Ar. Neelam Shukla	Associate Professor	Member	Ar.
5.	Dr. Ritu Rai	Senior Administrator	Convener	Ritu
6.	Mr. Ravi Kakkar	Administrator	Member	Ravi
7.	Ms. Shivani	B.Arch (4 <sup>th</sup> Year)	Student Representative	Shivani
8.	Mr. Raman Dogra	Parent	Parent Representative	Raman

**Proceedings of the Meeting:**

1. The welcome address was delivered by Dr. Ritu Rai (Convener). She had introduced the Committee Members with each other.
2. The **objectives of SGRC** are to provide an opportunity for the students to freely express their grievance, with utmost anonymity, set up a mechanism for speedy and expeditious resolution of the grievance, provide an appropriate counseling to the students in the process of resolving the grievance.
3. Prof. Bijay Dash has explained about the various aspects of student grievance. He further elaborated that student grievance is a college-related internal problem or conditions which a student believes to be unfair, inequitable, discriminatory, or a hindrance to the educational process.
4. Ar. Neelam Shukla & Ar. A.K. Gulati has talked about the process of student grievance. If any problem arises and is not resolved informally, students may file a grievance with the Grievance Redressal Cell (CGRC) of the College. Any type of student complaint or problem may be presented to the SGC for official review.
5. Meeting ended with a vote of thanks to chairperson.

Bjsh-27/09/2024  
Director

Prof. Bijay Dash

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# MBS School of Planning & Architecture

Sector – 9, PSP Area, Dwarka, New Delhi – 110077

Affiliated to GGSIPU and Approved by CoA & AICTE

## Student Grievance Redressal & Welfare Committee Meeting

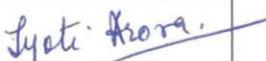
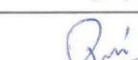
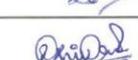
### Minutes of Meeting

Meeting of Student Grievance Redressal & Welfare Committee held on 12.11.2024 at 2:00 PM

#### Agenda

1. Redressal of Grievances related with attendance discussed during Teacher-Parent Meeting.
2. Redressal of Grievances related with Non-Payment of Fee in time.

Following members were present in the meeting:

S.No.	Name	Designation	Status	Signature
1.	Prof. Bijay Dash	Director	Chairman	
2.	Prof. Alpna Rohatgi	Professor	Member	
3.	Ar. Jyoti Arora	Associate Professor	Member	
4.	Ar. Neelam Shukla	Associate Professor	Member	
5.	Dr. Ritu Rai	Senior Administrator	Convener	
6.	Mr. Ravi Kakkar	Administrator	Member	
7.	Shivani	B.Arch (4 <sup>th</sup> Year)	Student Representative	
8.	Mr. Raman Dogra	Parent	Parent Representative	

#### Proceedings of the Meeting:

1. All the grievances related with non-payment of fee on time and short attendance matter was discussed in the meeting.
2. Documents/Bonafide for applying to education loan were issued to the students who were facing late payment of fee.
3. Instructions given to the Studio/Batch Coordinators/Subject Faculties to take the medical certificates from the students those who are having the medical problem causing low attendance.
4. Meeting ended with a vote of thanks to the chair.



  
12/11/2024  
Prof. Bijay Dash  
Director



# MBS SCHOOL OF PLANNING AND ARCHITECTURE

Approved by Council of Architecture

Affiliated to Guru Gobind Singh Indraprastha University, New Delhi

Ref. No. MBSSPA/Counsellor/2024

Dated: 22.03.2024

To,

**Dr. Prabhjeet Singh Narula**  
G-17/4, Malviya Nagar,  
New Delhi – 110017.

Dear Sir,

In continuation of letter no. MBSSPA/Student/2019 dated 19.08.2019, wherein you have been appointed as **Psychologist-cum-Counsellor** with the MBS School of Planning and Architecture for the student's consultation. You shall visit the college on weekly basis w.e.f. **1<sup>st</sup> August 2024** for the Academic Year 2024-25.

*Prabhjeet*  
22/03/2024  
Director



*Prabhjeet*



# MBS SCHOOL OF PLANNING AND ARCHITECTURE

Sector – 9, Dwarka, New Delhi – 110077  
Affiliated to GGSIP University and Approved by COA

Ref. No. MBSSPA/Schedule/Student/2024-25

Dated: 05.08.2024

## Schedule of Student Counselling

All the students are hereby informed that the Psychologist cum Student Counsellor, Dr. Prabhjeet Singh Narula will be available for counselling session during the Academic Session 2024-25 (Odd Semester) as per the following schedule:

Date and Day	Time
<p><b><u>On Every Tuesday</u></b></p> <p>13<sup>th</sup> August 2024</p> <p>To</p> <p>26<sup>th</sup> November 2024</p>	<p>11:00 AM to 1:00 PM</p>

*Prabhjeet Singh Narula*  
05/08/2024  
Director



# MBS SCHOOL OF PLANNING AND ARCHITECTURE

Sector – 9, Dwarka, New Delhi – 110077  
Affiliated to GGSIP University and Approved by COA

Ref. No. MBSSPA/Schedule/Student/2024-25

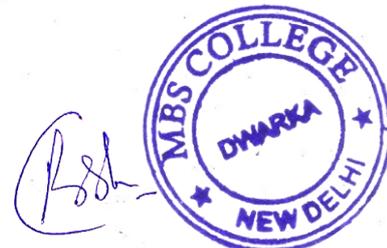
Dated: 16.01.2025

## Schedule of Student Counselling

All the students are hereby informed that the Psychologist cum Student Counsellor, Dr. Prabhjeet Singh Narula will be available for counselling session during the Academic Session 2024-25 (Even Semester) as per the following schedule:

Date and Day	Time
<p style="text-align: center;"><b><u>On Every Tuesday</u></b></p> <p style="text-align: center;">21<sup>st</sup> January 2025 To 6<sup>th</sup> May 2025</p>	<p style="text-align: center;">11:00 AM to 1:00 PM</p>

*Prabhjeet Singh Narula*  
16/01/2025  
Director





GRIEVANCE

This grievance will automatically be sent to Student Grievances Redressal and Welfare Office for redressal and feedback/remedial action to complainant.

Name of the complainant *	Complete Address of the complainant
<input type="text"/>	<input type="text"/>
Contact / Mobile No. *	Email: *
<input type="text"/>	<input type="text"/>
Date and time of incident	Complaint against
<input type="text"/>	<input type="text"/>
Brief about the incident	Remarks
<input type="text"/>	<input type="text"/>

Type Verification Code

YBHRc6	Captcha
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Submit



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## Minutes of Meeting - Student Grievance Redressal Committee (AS 2024-25)

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**MBS School of Planning and Architecture** <mbsarchitecture@gmail.com>

Wed, Jan 22, 2025 at 9:06 AM

To: Ggsip University <affiliationbranch123@gmail.com>

Cc: "Prof. Bijay Dash" <prof.bijay@mbsarchitecture.org.in>, "Prof. V. K Bugga" <prof.vkbugga@mbsarchitecture.org.in>, ritu <ritu@mbsarchitecture.org.in>

Bcc: "Ar. Amrita Kaur Gulati" <ar.amrita@mbsarchitecture.org.in>, "Ar. Jyoti Arora" <ar.jyoti@mbsarchitecture.org.in>

Sir/Madam,

Please find attached the Minutes of Meeting of Student Grievance Redressal Committee (SGRC) held quarterly meeting till date during the Academic Session 2024-25 for your record and reference.

Regards,

MBS School of Planning and Architecture

Sector-9, Dwarka,

New Delhi -110077.

Tel: 011-25071504 / 28082960

Mobile No. 9319262837 / 7678510298 / 8882167754



AFFILIATED TO GGSIPU AND APPROVED BY COA & AICTE

<http://www.mbsarchitecture.org.in/>

Encls:

1. MoM - SGRC Dated 27.09.2024

2. MoM - SGRC Dated 12.11.2024

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### 2 attachments

 MoM Dated 27.09.2024 - SGRC AS 2024-25.pdf  
274K

 MoM Dated 12.11.2024 - SGRC AS 2024-25.pdf  
327K

