

Chikkanna Government Arts College , Tirupur - 641 602**Grievance Cell****Application for Request / Grievances / Complaints / Feedback**

1	Name of the applicant	
2	Class and Roll No.	
3	Phone Number	
4	Date of application	
5	Name of the Father / Mother	
6	Name of the Tutor	
7	Objective of the Application	Request / Complaint / Grievance
8	<u>Description of the request / complaint / grievance:</u> (If the description is long, the reverse of the sheet may be used.)	
9	Signature of the Applicant	
10	Signature of the Tutor	
11	Signature of the Head of the Department	
<i>(For the use of the Grievance Cell if the applicant submits any complaint or grievance)</i>		
1	Date of the scrutiny of the Application	
2	Date of the enquiry made	
3	<u>Action taken:</u>	
4	Response of the applicant after the necessary action has been taken	Satisfactory / Not satisfactory
5	Signature of the Applicant	
6	Signature of the coordinator of the grievance cell	