



# ARKA ACADEMY OF MANAGEMENT STUDIES

AT : DUHURIA, PO : KENDRAPARA, DIST : KENDRAPARA - 754211

Approved by AICTE New Delhi & DHE, Dept. of Higher education,  
Govt. of Odisha Affiliated to Utkal University, Bhubaneswar

Managed By : Shantichaya Educational Charitable Trust

Letter No. AAMS/058/2026 **OFFICE OF THE PRINCIPAL**

Date 28/04/2026

## Formation of Institute Level Grievance Redressal Committee: 2026-27

As per public notice no. PG/08 (04)/2016 of AICTE, New Delhi and as per AICTE regulations notifications N. 37-3/Legal/2012 Dated 25.05.2012., the office of the Principal, ARKA ACADEMY OF MANGEMENT STUDIES, KENDRAPARA have established the Grievance Redressal Committee (GRC) for redressal of grievances of students, parents and others

The name and contact details of all the members of this committee are as listed below.

| SL NO | NAME                 | DESIGNATION       | COMMITTEE POSITION | SIGNATURE            |
|-------|----------------------|-------------------|--------------------|----------------------|
| 1     | SUVRAKANTA PRADHAN   | VICE -PRINCIPAL   | CHAIRMAN           | Suvrakanta Pradhan   |
| 2     | PRASANT KUMAR MALLIK | HOD OF SOCIALWORK | CONVENER           | Prasant Kumar Mallik |
| 3     | AFRIN ARA            | LECTURER          | MEMBER             | Afrin Ara            |
| 4     | RAJESH ROUT          | LECTURER          | MEMBER             | Rajesh K. Rout       |
| 5     | RUTYANI SAHOO        | ASST. PROFESSOR   | MEMBER             | Rutyani Sahoo        |
| 6     | RAMESH CH. DASH      | LECTURER          | MEMBER             | Ramesh Ch. Dash      |
| 7     | BIJAYLAXMI PADHIHARI | LECTURER          | MEMBER             | Bijaylaxmi Padhihari |

The grievances of all aggrieved students, parents and others relates to the following complaints only (As per AICTE regulations) shall be considered, ie.

- i. Making admission contrary to merit determined in accordance with the declared admission policy of the institute.
- ii. Irregularity in the admission process adopted by the institute
- iii. Refusing admission in accordance with the declared admission policy of the institute.
- iv. With hold or refuse to return Any documents in the form of certificates of degree, PG or any other award or document deposited with it by a person for the purpose of seeking admission in such institution, with a view to induce or compel such person to pay any fee in respect of any course or institution, with a view to induce or compel such person does not intend to pursue
- v.. Demand of money in excess of that specified in the declared admission policy or approved by the competent authority to be charged by such institution.
- vi. Breach of the policy for reservation in admission as may be applicable. Complaints of alleged discrimination of students from Scheduled Caste, Scheduled Tribe, OBC, Women, Minority of Disabled categories.
- . vii Delay in conduct of examination or declaration of results beyond that specified in the academic calendar.
- ix. On provision of student amenities as may have been promised or required to be provided;
- x. Quality educations as promised at the time of admission or required to be provided:
- xi. Non transparent or unfair evaluation practices.

For speedy redress of all grievances, the Grievance Redressal Committee of AAMS shall take a decision within 15 days of receipt of grievance and the decision shall be informed to the concerned complaint.

*D. K. Nigam*

Principal

Arka Academy of Management Studies

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Arka Academy of Management Studies