

**SHREEMATI NATHIBAI DAMODAR THACKERSEY  
WOMEN'S UNIVERSITY**

1, Nathibai Thackersey Road, Mumbai - 400 020.

**Application Form to place a Grievance before the University Greivance  
Committee as per the provisions of section 79 of the Maharashtra Public  
Universities Act,2016**

To,  
The In-charge – University Grievance Redressal Cell  
S.N.D.T. Women's University,  
Mumbai – 400 020

**Paste  
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Respected Madam,

I hereby request you to accept this application for my below stated Grievance and place it before the University Grievance Committee as per the provisions of section 79 of the Maharashtra Public Universities Act, 2016.

<b>A</b>	<b>Details of the Complainant</b>		
1.	Name of the Employee/Teacher(in Capital)	:	Shri / Smt. _____ (Surname) (First Name) (Middle Name)
2.	Date of Joining University / Institute	:	_____
3.	Date of Birth (DD/MM/YYYY)	:	_____
4.	Present Residential Address	:	_____ _____ _____
5.	Present Designation at the University Department Section/Conducted or Affiliated College/ Institution	:	_____ _____
6.	Name and address of the University Department Section/Conducted or Affiliated College/ Institution	:	_____ _____ _____
7.	Contact Details of the Complainant	:	Resi: _____ Office: _____ Mobile: _____ What's app: _____ E mail: _____

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<b>B</b>	<b>Details of the Adversary i.e. on whom the initial complaint was made</b>		
	1.	Name of the Adversary (in Capital)	Shri / Smt. _____
	2.	Adversary's present Designation at the University Department Section/Conducted or Affiliated College/ Institution	
	3.	Name and address of the University Department Section/Conducted or Affiliated College/ Institution the adversary is working with	
<b>C</b>	<b>Detailed information of your Grievance (Attach separate sheet if required)</b>		
	<ul style="list-style-type: none"><li>• <b>Each point to be numbered separately as 1,2,3,4,etc.</b></li><li>• <b>Each point will be treated as a separate paragraph.</b></li></ul>		

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**Note.1.**

**Kindly attach proofs or Documents, Government Resolutions, Notifications, Circulars, etc. if any, to support your above say.**

**VERIFICATION**

The information in above said paragraphs \_\_\_\_\_ is true to my own knowledge and information in paragraphs \_\_\_\_\_ are true to my belief / information received and believed by me as true.

Place: \_\_\_\_\_

Date: \_\_\_\_\_ Name and signature of the Complainant

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**Details of Fees paid for filing the above Grievance`**

**Mode of Payment (Choose any one): Cheque/Demand Draft / NEFT/ Cash**

**1) If payment is to be made by Cheque/ Demand Draft give following details:**

Name of the Bank on which cheque is Drawn	Branch Name/ Area	Cheque/ Demand draft Number	For Amount

**Note:** Kindly attach the original Cheque/ Demand Draft drawn in favour of "**The Finance And Accounts Officer (Collection), SNTD, Women's University Mumbai: 400020**", with your Grievance application form. In case of payment made by Cheque/ Demand Draft you shall receive the acknowledgement only after we receive the Cheque/ Demand Draft clearance receipt from the accounts section.

**OR**

**2) If payment is to be made via NEFT give following details: :**

Account number through which NEFT processed	Name of the Account Holder	UTRN (Mention the complete 16 digit code)	For Amount

**Note:** In case of NEFT payment you shall receive the acknowledgement only after we receive the receipt from the accounts section. Details for NEFT are as follows:

Account Name: The Finance And Accounts Officer(Collection).SNTD,  
Women's University Mumbai: 400020

Account Number: 1389101071417  
Bank: Canara Bank  
IFSC Code: CNRB0001389

**OR**

**3) If payment is to be made by CASH then the amount to deposited at Accounts Section, Churchgate Campus**

Receipt Number	Receipt Date	Amount Deposited

**Note:** Kindly attach copy of the Receipt with your grievance application Form.

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**ACKNOWLEDGMENT**

This is to acknowledge that, we have received one Grievance application from Ms. /Mrs. /Mr. \_\_\_\_\_ to place his/her Grievance before the University Grievance committee as per the provisions of section 79 of the Maharashtra Public Universities Act, 2016 along with the following:

- 1) Duly filled Grievance Application Form
- 2) Application fees of Rs. \_\_\_\_\_ received through Cash/Cheque/ Demand draft/ NEFT

**Note:**

1. This acknowledgement should not be misinterpreted as acceptance of your grievance by the University Grievance Committee.
2. The fees paid along with the Grievance application form will be non-refundable irrespective of the acceptance or rejection of your application by the grievance committee.

Date:

Time:

Place:

Registrar

SNDT Women's university