

### SINHGAD TECHNICAL EDUCATION SOCIETY'S SINHGAD INSTITUTE OF BUSINESS ADMINISTRATION & RESEARCH

proved by AICTE, Recognized by Government of Maharashtra, Affiliated to Savitribal Phule Pune Univer-Near PMC Octrol Post. Kondriva - Sasswad Road, Kondriva (Bk), Pune - 411048. Phone. 020 - 67671101 / 02. Sinhgad Institute

Prof. M. N. Navale

M E (Elect ). MIE, MBA

FOUNDER PRESIDENT

Dr. (Mrs.) Sunanda M. Navale
B A MPM Ph D

FOUNDER SECRETARY

Dr. Dhananjay T. Mandlik Ph.D. M. Phil. MBA. MCA. MCM. M. COM. M.A. (Psychology). D.LL. & L.W. DTL DIRECTOR

Date:-June 20, 2023

Program: MBA

#### NOTICE

#### **Grievance & Rectification**

To all students,

This is to inform you that any grievances or issues requiring rectification related to Internal exams will be addressed by the Chief Exam Officer.

#### Important Details:

- Deadline for Submission: Students are advised to submit their applications within 10 days following the respective subject exam.
- Process for Grievance Redressal: The procedure to address any exam-related grievances is as follows:
  - 1. Written Application: Submit a detailed written application outlining the specific grievance or issue faced.
  - 2. **Rectification of Application:** The submitted application will be reviewed, and any necessary corrections or clarifications will be sought from the student.
  - 3. **Discussion with Student:** If the student is willing, a direct discussion will be arranged to further understand the nature of the grievance.
  - 4. **Finding the Solution & Taking Necessary Action:** After a thorough evaluation, an appropriate solution will be identified, and necessary actions will be taken to address the grievance.

Kindly adhere to the provided guidelines to ensure a smooth and efficient resolution process.

We thank you for your cooperation and understanding.

DHANANJA Y TUKARAM MANDLIK

Digitally signed by DHANANJAY TUKAR

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Evam officer



Prof. (Dr.) Dhananjay Mandlik

Director

Celebrating 30 Years

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CEO Examination Cell, MBA. Sinhaad Institute of Business Administration and Research. Pune - 411028

Subject; - Permission to reschedule internal Examination.

Respected Sir

I, Mo. Yvouf Dalasi, MBA IIndeur marketing student is placed in infosp. As I joined in the last month only, the organisation is not allerving the lower for internal examination with this letter I request you to reschedule my exam which is from 2406/2023 from weekdays to weekends, on suggest any other option to comply with internal alsessment.

Please do the needful.

Them's you and reappods.

Yours Sincerely.

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Date: 22/06/2023

### **Notice**

This is to inform all MBA second year students that we are scheduling the internal examination on 24<sup>th</sup> June 2022 for the students who are placed and could not attend the examination as per schedule. All these students are requested contact exam cell on or before 4.00pm, 23<sup>rd</sup> June 2023.

Prof. Pramod Sasane

Exam Cell



Celebrating 30 Years



### Sinhgad Technical Education Society's

# Sinhgad Institute of Business Administration and Research Kondhwa (Bk) Pune-411048





Affiliated to Savitribai Phule Pune University and Approved by AICTE, New Delhi

# Grievances and Rectification Notice

Date: 20-June-2023

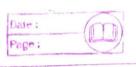
This is to inform all the students of MCA department that the Internal exams are starting from 23<sup>rd</sup> June 2023. If you face any difficulty during the exams due to any emergency, then you need to contact the College Exam Officer within five (05) days of the exam date. Later the request will not be entertained.

Dr. Priya Chaudhari CEO, SIBAR

Mandhan

Dr. Netra Patil Director, SIBAR-MCA





20- June-2023.

To the Director, SIBAR, MCA, Kondhwa (Bk.) Pune.

Subject: To take the presentation enoly.

Dear Madam. I Anand Mane, student of MCA-semII at SIBAR request you to take my project presentation at the start of exam.

I have to go to hospital as my greend mother will be undergoing operation. My number is at the end. Request to take my presentation first. Thankyou.

Dr. Priya chandham, needful.

MANDLIK