



A.T.S.S.'s  
**College of Business Studies and Computer Applications**  
Chinchwad, Pune 19

(Affiliated to Savitribai Phule Pune University, Recognized by Govt. of Maharashtra, Accredited by NAAC, UGC Recognised Under 2(F) & 12(B))

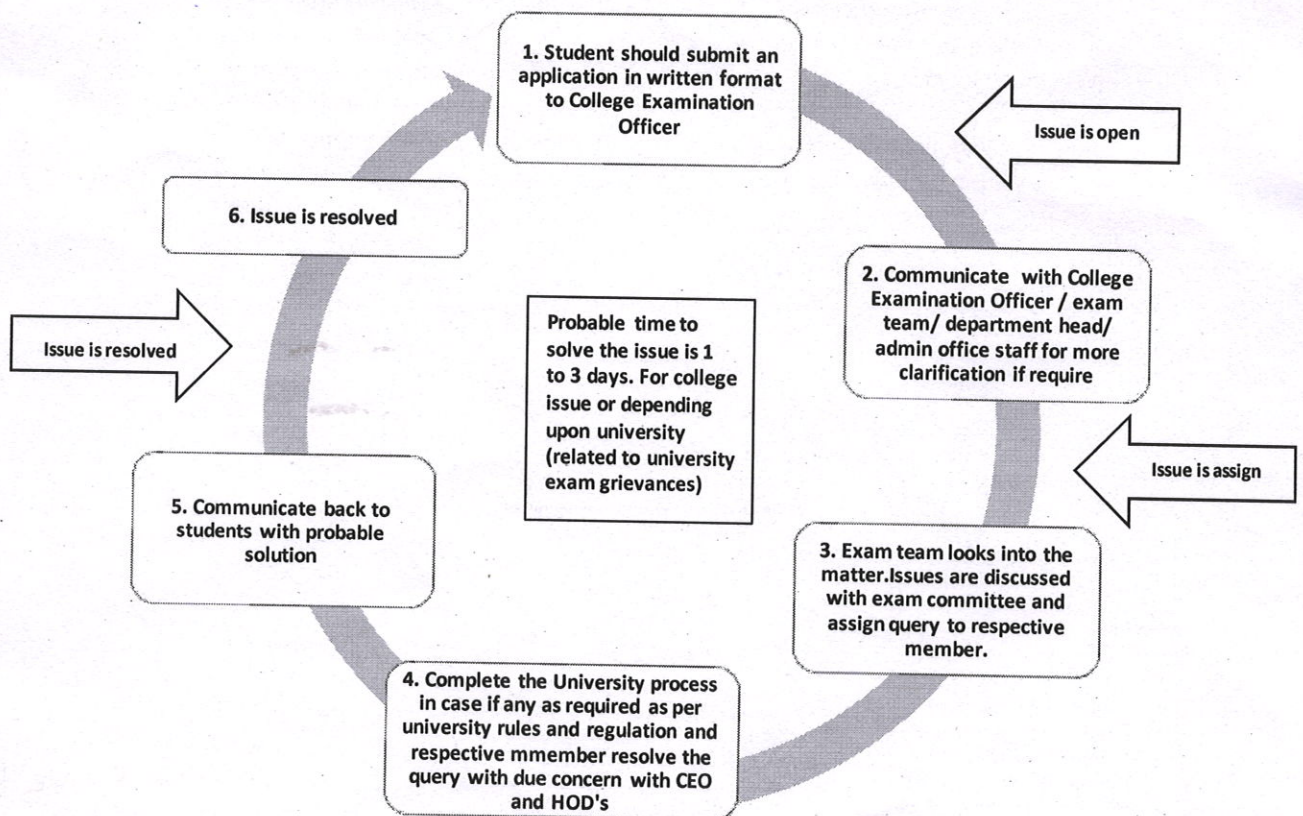
**Exam Grievance Redressal Cell**

The function of the cell is to look into the complaints/problems faced by student related to examination and exam process. Anyone with a problem related to exam may approach the department head or with the exam officer. Grievances may be submitted in writing to college examination officer.

**Exam Grievance cell will handle all exam related grievances and problem faced by students as mentioned below:**

- Name correction in mark sheet
- Subject correction in Hall ticket
- Exam form filling problems
- Pattern change in exam form query
- Wrong subject filled in form and submitted
- Exam form Fees transaction problem
- Student's PRN Number problem
- Rechecking and revaluation of marks problems after result declaration
- Online exam issues
- Login problems in exam portal
- Auto submission of exam in online mode
- Exam marks grievance in online mode
- Internal marks missing or reappearing
- Cheating in college examinations
- Other exam related issues

**Functioning of exam cell for handling the student's grievances:**



**College Examination Officer**  
Ms. Pooja N. Hule



**Principal**  
Dr. Aruna Deoskar