

EXAMINATION RELATED GRIEVANCE

Sr. No.	Examinations Services	Process to follow / Official Contact	Last Authority to Contact if grievance not redressed
1.	Online exam form filling	Apply online – exam.unipune.ac.in -> Exam Forms Online for queries contact examination section Office examination contact Mr. Swapnil Kharge Mrs. Sandhya Prabhu	College Exam Officer---->Registrar--->Principal
2.	Issue of hall ticket Duplicate hall ticket in case lost	Collect hall ticket from the department, subject to clearance of dues. Issue of duplicate hall ticket- Submit filled and duly signed application in prescribed format to exams department Office examination contact Mr. Swapnil Kharge Mrs. Sandhya Prabhu Departmental exams coordinator Examination Section	HOD -----College Exam Officer-----Registrar----- Principal
3.	Issue of Mark sheet	Concerned Department/ Exam Section office unipune.ac.in	HOD----->Registrar----->Principal
4.	Issue of duplicate mark sheet in case of a loss	Apply online - unipune.ac.in	University -----> Institute
5.	Transcripts for higher studies	Apply online – unipune.ac.in -> certificate section unipune.ac.in -> transcripts	University---->Institute



PRINCIPAL

Nutan Maharashtra Inst. of Engg. & Tech.
Talegaon Dabhade, Pune - 410 507

NUTAN MAHARASHTRA INSTITUTE OF ENGINEERING & TECHNOLOGY


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6. CGPA/SGPA to percentages conversion	Application need to give to Head of institute. Examinations department will have issued in prescribed format. Mrs. Priti Joshi	College Exam Officer----> Principal
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Dr. Vilas Deotare

Principal
Nutan Maharashtra Institute
of Engg. & Technology
Somarath Vidya Sanstha, Vishnupuri
Malgaoon Dabhade, 410507




Prof. Nitin Wankhade
College Exam Officer


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