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STUDENT WELFARE INSTITUTIONAL POLICY

1. Purpose

The Student Welfare Policy aims to promote the **academic, physical, psychological, social, and professional well-being** of all students and provide a safe, inclusive, and supportive learning environment.

2. Scope

This policy applies to all undergraduate students, postgraduate students, interns, and research scholars of the institution.

3. Policy Objectives

The institution shall:

- Provide a safe and supportive campus environment.
- Promote student health, wellness, and academic success.
- Provide mentoring, counseling, and career guidance.
- Support students facing personal, academic, or financial difficulties.
- Promote sports, cultural, and extracurricular activities.
- Ensure mechanisms for grievance redressal.
- Prevent ragging, harassment, discrimination, and bullying.
- Support students with disabilities and special needs.

4. Student Welfare Committee

A Student Welfare Committee shall coordinate welfare activities and monitor student concerns.

Functions include:

FUNCTIONS OF THE STUDENT WELFARE COMMITTEE

The Committee shall:

1. Assess student welfare needs.
2. Coordinate welfare services.
3. Monitor student support programs.
4. Facilitate counseling and healthcare services.
5. Address welfare-related complaints and concerns.
6. Coordinate with the Anti-Ragging Committee.
7. Coordinate with the Internal Complaints Committee where applicable.
8. Support students facing financial or personal difficulties.
9. Promote sports and extracurricular activities.
10. Organize health and wellness programs.
11. Monitor hostel and campus welfare concerns.
12. Conduct student satisfaction surveys.
13. Maintain appropriate records.
14. Submit periodic reports to the Principal.
15. Recommend improvements to institutional welfare services..

5. Student Support Services

The institution shall facilitate:

- Faculty mentoring and academic support.
- Counseling and psychological support.
- Basic healthcare and emergency assistance.
- Career and professional guidance.
- Scholarship and financial-support information.
- Sports and extracurricular activities.
- Hostel welfare and safety measures, where applicable.

6. Grievance Redressal

Students may submit welfare-related grievances through the designated institutional mechanism. Complaints shall be handled **fairly, confidentially, and within the applicable institutional procedures**.

7. Confidentiality

Student welfare information shall be kept confidential and accessed only by authorized personnel, except where disclosure is required for safety or legal/institutional purposes.

8. Monitoring and Review

The Student Welfare Committee shall periodically review student welfare activities, feedback, and grievances and submit recommendations to the Principal.

The policy shall be reviewed **at least once every three years** or earlier if required.

9. Approval

Prepared By: _____

Reviewed By: _____

Approved By: Principal / Competent Authority

Date: _____

Institutional Seal: _____