

**SEF's Suryadatta Institute of Health Sciences
College of Physiotherapy
Bavdhan, Pune**

**Equal Opportunity Cell
Statement of purpose**

Purpose & Objectives

- To ensure equitable access and fairness in opportunities for students from marginalized backgrounds (SC/ST/OBC non-creamy layer, minority communities, PwDs, women etc.).
- To raise awareness, provide guidance, facilitate access to scholarships, and support grievance redressal for disadvantaged students.

Scope

- Applies to all students and staff at SEF's Suryadatta Institute of Health Sciences- College of Physiotherapy.
- Covers academic, financial, and social aspects related to disadvantaged groups.

Committee Composition

Constituted at the beginning of each academic year

- Chairperson
- Coordinator
- Faculty Representative
- Student Representative: One each from SC, ST, OBC, Minority, PwD
- Administrative staff

Functions & Roles

- Publish information about government scholarships, fellowships, and institutional aid relevant to socioeconomic and marginalized groups.
- Conduct orientation/sensitization sessions—to inform students and faculty about rights, policies, and schemes.
- Counselling and guidance for academic, financial, and emotional support.
- Monitor implementation of UGC / state welfare schemes and reservations.
- Collaborate with SC/ST Cell, PwD Cell, Women's Cell, and IQAC to avoid overlap.

Meeting Schedule

- Annual meetings, with additional sessions as needed (e.g. grievance received, scholarship deadlines).

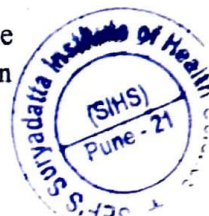
Grievance & Support Process

➤ **Submission**

- Grievances or requests submitted in writing, clearly marked as 'Confidential – EOC'.
- Students may submit to any member.
- Once complaint is received by the administrative staff/ student representative, they will report to → Faculty Representative → Coordinator → SEF Management → Chairperson (final decision)

➤ **Acknowledgment & Preliminary Review**

- Acknowledgement sent within 48 hours.
- Preliminary eligibility review within 5 working days (college level enquiry within the committee members) to decide if the matter proceeds; otherwise, a respectful rejection with reasons.



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➤ **Investigation**

- If accepted, both student and respondents are invited for hearings.
- Supporting documents, statements, and witnesses examined in a confidential setting.

➤ **Decision & Communication**

- Decision delivered in writing within 15 working days of acceptance.
- Options may include: counseling/ mentorship sessions, scholarship assistance, extension of deadlines, remedial classes, fee relaxation, referral to higher authorities, clinical attendance flexibility, training support for economically or socially disadvantaged students.

➤ **Appeal**

- Students may appeal within 10–15 days to a designated higher authority such as Principal or college governing body.

Awareness and Outreach

- Include EOC introduction in orientation programs at the beginning of academic year for new students.
- Organize regular sensitization workshops on inclusion, caste equity, disability access, etc.
- Use notice boards, WhatsApp groups, email newsletters to regularly update about scholarships and events.
- Collaborate with NGOs or alumni groups to run awareness camps.

