

TAU/CAO/R/Est/Appt-OMN/ 48/ 2024

31<sup>st</sup> May 2024

Dear Prof Murugavel

**Sub: Appointment for the role of Ombudsperson in The Apollo University, Murukambattu, Chittoor in accordance with University Grants Commission (Redressal of Grievances of Students) Regulations, 2023.**

The Vice Chancellor of The Apollo University, Chittoor is pleased to appoint you as the Ombudsperson at The Apollo University as required under section 6(i) of University Grants Commission (Redressal of Grievances of Students) Regulations, 2023. In accordance with section 6(v) of the aforementioned Regulation, your tenure will be for a period of three years effective from 1st June 2024. You will be paid an appropriate sitting allowance per each case and provided with transportation and hospitality for your visit to the University for grievance inquiries.

Your roles and responsibilities as the 'Ombudsperson' as per the applicable law are, including but not limited to;

- 1. Appeals :** Hear appeals from aggrieved students after the student has availed themselves of all other remedies provided under these regulations.
- 2. Examination Malpractice :** Inquire on issues of malpractice in the conduct of an examination or in the process of evaluations. The appeals for revaluation or retotaling of answer sheets from an examination are excluded, except when the specific irregularity is materially affecting the outcome, or a specific instance of discrimination is evident. You may appoint an amicus curiae for assistance in hearing complaints of alleged discrimination if required.
- 3. Resolution :** Take necessary efforts to resolve the grievance within 30 days of receiving the complaint from the aggrieved student.

You are to ensure that there should exist no conflict of interest with the University whether being a personal relationship, professional affiliation, or financial interest, which would compromise the independence of judgement towards the institution one year before your appointment or during your tenure. If any such conflict of interest exists or arises, you must disclose it to the institution before taking office as Ombudsperson.

# The Apollo University

Established Under Section 3 of the Andhra Pradesh Private Universities (Establishment and Regulation Act, 2016)

You are required to maintain absolute confidentiality by not disclosing, divulging, or making public any information at any time, without the written consent of the undersigned, unless required by the law. It includes all university affairs or work-related information confided in you, provided to you, or otherwise known to you during your appointment as an Ombudsperson. This confidentiality obligation will survive beyond the termination of the contract appointment, in perpetuity.

This appointment may be terminated by either party by giving one month (30 days) notice, and neither party is bound to give any reason thereof. In case of any misconduct or misbehavior removal from the role will be carried out as per the applicable law.

By signing below, you confirm that you have understood & accepted the aforesaid terms. On acceptance of the above, you are considered to be reported to the undersigned on 1st June 2024 to assume office.

We hope that you will find your time fruitful and rewarding.

  
Prof. M. Potharaju  
REGISTRAR



To

Prof Dr K. Murugavel  
Bharathiar University, Coimbatore  
Address: No: 36, Zion Nagar,  
Coimbatore, T.N – 641046.

Copy to:

COO/SM-HR  
EA to VC/PA to R