



# ALBERTIAN INSTITUTE OF SCIENCE AND TECHNOLOGY

AISAT - TECHNICAL CAMPUS, SCHOOL OF ENGINEERING

(Approved by AICTE, New Delhi and affiliated to  
APJ Abdul Kalam Technological University, Thiruvananthapuram)  
ISO 9001 - 2015 CERTIFIED

No. Aisat/Estt. /36/2026/A4

09.01.2026

Chairman  
University Grants Commission  
Ministry of Education, Govt. of India  
Bahadur Shah Zafar Marg  
New Delhi-110002

Dear Sir,

Sub: Compliance with UGC Regulations& Guidelines- Undertaking submitting  
of- reg.

Ref: E mail dated 09.01.2026

We, Albertian Institute of Science & Technology, Kalamassery, hereby undertake that our institution is in full compliance with the following UGC regulations and guidelines:

**1.Establishment and Composition of the Internal Complaints Committee (ICC):**

Our institution has constituted the Internal Complaints Committee (ICC) as per the UGC (Prevention, Prohibition, and Redressal of Sexual Harassment of Women Employees and Students in Higher Educational Institutions) Regulations, 2016. The ICC functions as per the prescribed guidelines to ensure a safe and harassment-free academic environment for all women employees and students.

**2.Compliance with UGC (Redress of Grievances of Students) Regulations, 2023, and Composition of the Student Grievance Redressal Committee (SGRC):**

In accordance with the UGC (Redress of Grievances of Students) Regulations, 2015, our institution has formed the Student Grievance Redressal Committee (SGRC). The SGRC effectively addresses student grievances in a transparent, unbiased, and timely manner, as per the stipulated guidelines.

### 3. Institutional Development Plans for Higher Education Institutions

We have taken steps to implement guidelines of UGC for the institutional Development Plans for Higher Education Institutions, to attain the aims set out in NEP 2020

### 4. Accessibility Guidelines and Standards for Higher Education Institutions & Universities

We have implemented the Accessibility Guidelines and Standards issued by UGC for Higher Education Institutions

### 5. Compliance with the UGC Guidelines on Public Self-Disclosure by Higher Education Institutions:

We ensure public disclosure of institutional information as mandated by UGC. All necessary details regarding governance, academic programs, faculty profiles, fee structures, policies, and student support mechanisms are published on our official website for easy accessibility and transparency.

### 6. Establishment of Research and Development Cell

We have established Research and Development Cell in our Institution, as per the guidelines issued by UGC

### 7. Compliance with the UGC Fee Refund Policy:

Our institution adheres to the UGC Fee Refund Policy, ensuring that students who withdraw their admission within the prescribed timeframe receive refunds as per UGC norms. We have implemented a clear and fair process for handling fee refund requests.

### 8. Curbing the Menace of Ragging

We have taken steps to curb the menace of ragging in our institution, as per the directions of UGC. We have constituted Anti ragging Committee & Anti ragging Squad in our institution and is functioning well. We have conducted various programs to enlighten students on curbing the menace of ragging.

### 9. Equitable Opportunity for Socio-Economically Disadvantaged Group (SEDGS)

We have taken steps to provide equitable opportunity for Socio-Economically Disadvantaged Group, in accordance with the guidelines of UGC to overcome the challenges faced by SEDGS in the learning process.

This undertaking is issued as a formal commitment to maintaining full compliance with the above-mentioned UGC regulations and guidelines. A copy of this undertaking has also been uploaded on our institution's official website for reference.

*Veena V*

Principal

**Dr. Veena V**

Principal

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