



**SELVAM COLLEGE OF  
TECHNOLOGY,  
NAMAKKAL - 637003**



**HELP DESK / உதவி மையம்  
ESCALATION PROCEDURE /  
மேல்முறையீட்டு வழிமுறைகள்**

| <b>Section &amp; Level</b> | <b>Admission</b>   | <b>Hostel</b>            | <b>Department</b>        | <b>Controller of Examinations</b> | <b>Scholarship</b>         |
|----------------------------|--|--------------------------|--------------------------|-----------------------------------|----------------------------|
| <b>Level 1</b>             | <b>Nodal Officers – Help Desk<br/>Dr.A.Jegan, Principal (9942231294) &amp;<br/>Mr.M.Ravichandran, HoD/EEE (9976117545)</b> |                          |                          |                                   |                            |
| <b>Level 2</b>             | Student Section<br>– Clerk   | Deputy<br>Warden         | Faculty Advisor          | Assistant<br>Controller           | Student Section<br>– Clerk |
| <b>Level 3</b>             | Superintendent   | Hostel<br>Superintendent | Programme<br>Coordinator | Deputy Controller                 | Superintendent             |
| <b>Level 4</b>             | PA to Principal  | Residential<br>Tutor     | HoD                      | Controller                        | PA to Principal            |
| <b>Level 5</b>             | <b>Dr.A.Jegan, Principal (9942231294)</b>  |                          |                          |                                   |                            |