

# STUDENTS INTEGRATED GRIEVANCE AND MESSAGING APPLICATION (SIGMA) **APPLICATION MANUAL**

Step 1: Visit the SIGMA Login page by clicking on the Student Login option at <u>http://directorcollegesjk.in/sigmalogin</u>

### **Click on "Activate Account"**

	interior on octoristo.	Nouncations	Help Student Logi
SIGMA Portal Student Integrated Grievance & Messaging Application			
Enter University Registration No			
33037-mw-2020			
Password			
fm not a robot			
Login Activate Account / Reset Pastword			

### Step 2: Enter your university Registration Number

🗯 Directorate of Colleges Higher Education Goverr	nment of J&K (UT)				
		Home Directorate	Notifications	Help	Student Login
,	SIGMA Portal Student Integrated Grievance & Messaging Application				
	Activate / Reset Password Enter University Registration No				
	33037-tmp-2024				



### Step 3: Enter the OTP received on your registered email address.

Directorate of Colleges Higher Education Governmer	it of J&K (UT)					
			Home Directorate	Notifications	Help	Student Login
Student I	SIGMA Portal tegrated Grievance & Messaging Application	n				
OTP Enter 0	ent to your email au********@gmail.com TP					
	Verify OTP					
-	Resend OTP					

## Step 4: Set your password

Directorate of Colleges Higher Education Government of J&K (UT)				
	Home Directorate	Notifications	Help Stu	ident Login
SIGMA Portal				
Student Integrated Grievance & Messaging Application				
Set Your Password				
New Password				
Confirm Password				
Set Password				



# Step 5: Login using your email and password to the SIGMA dashboard. Click on 'Go to Grievance' or View Profile.

Directorate Govt. of Jak (UT) Students Integra	e of Colleges Higher Education	🖓 Deshboard E> Logout			
	Welcome, AFREENA AKHTER GDC (Women), Nawakadal, Sgr. Your profile overview View Profile	GI Manage an Gi	ievances d track your grievances o to Grievance		
Basic Informati	on	Academic Informa	tion		
Registration No:		Semester 5 - Roll I	No: 201103 - Batch: 2022		
Name:		Subjects:			
Parentage:	GH MOHAMMAD RATHER	Subject_Type	Subject_Value		
Gender:	FEMALE	Major C1	Zoology		
Mohile	T EVU XEE	Major C2	Zoology		
wobile.		Major C3	Zoology		
Email:	@gmail.com	Minor	Botany		
Address:	KRESHBAL NOORBAGH	Semester 6 - Roll I	No: 201103 - Batch: 2022		
Category:	OM	Subjects:			
Income Class:	NA	Subject_Type	Subject_Value		
		Major C1	Zoology		
Orpnan:	NO	Major C2	Zoology		
Community:	MUSLIM	Major C3	Zoology		
District:	SRINAGAR	Minor	Botany		



### Step 6: Submit the details of your grievance.

Kindly report only those grievances which have not been resolved at the college level. The identity of the student raising a grievance will not be shared with the college unless permitted by the student. Only one grievance will be allowed to be submitted at one time.

Directorate of Colleges Higher Education Gent. 6/ Jac (JT) Students Integrated Grievance Monitoring Action(SIGMA)	▲ AFREENA AKHTER	යි Dashboard 🕞 Logout
5	Submit Your Grievance	
• Only Submit those grievances that have not been resolved	d at the college level	
Submit your Grievance		
Grievance:		
Enter your grievance here		
Upload Document (if Any):		
Choose File No file chosen		
Under Taking I hereby declare that this grievance has not been resolv	ved at the college level.	
I agree to the above undertaking and confirm all details	are correct. Submit	

Step 7: View the Grievance timeline to monitor the progress of your grievance.





# Step 8: Rate the response to your grievance.

Date	Grievance ID	Grievance	Document	Reply	Reply Date	Current Phase	Status	Timeline	Satisfaction
13/06/2025 11:01	22	Test query for the portal	N/A	Issue Resolved	13/06/2025 11:02	Replied Back to Student	Resolved	View	Select Rating
12/06/2025 15:18	21	new test jhgh Ikhklh Ihlhi	N/A	new test jhgh Ikhklh Ihlhi	12/06/2025 15:19	Replied Back to Student	Resolved	View	会会 Poor 会会会 Average
09/05/2025 13:00	19	i have a complaint kjjk	N/A	resolved	20/05/2025 13:45	Replied Back to	Resolved	View	☆☆☆☆☆ Excellent