



Arasu Engineering College

Approved by AICTE & Affiliated to Anna University

(Accredited by NBA | Accredited by NAAC | Recognized by UGC under 2 (f) and 12 (B))

Chennai Main Road, Kumbakonam - 612 501, Tamil Nadu.

Phone : (0435) 2777 777 - 82

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HELP DESK - உதவி மையம்

Escalation Procedure - மேல் முறையீட்டு வழிமுறைகள்

Section & Level	Admission	Hostel	Department	Controller of Examination	Scholarship
Level 1	Dr. M. Rukmangathan, Nodal Officer Mobile No.7667331111 Email id: helpdesk@aec.org.in Online Link: https://aec.org.in/helpdesk/				
Level 2	Mr. M. Thiyagarajan Asst. Prof.	Dr. M. Vetriseivan Warden (Boys) Ms. R. Arunkiliyal Warden (Girls)	Faculty Advisor	Mr. J. Kathiravan Technical Assistant	Mr. R.K. Balaji Sundar Assistant
Level 3	K. Parimalam Superintendent	Clerk	HoD	Mr. R. G. Padmanaban Exam Cell Co-ordinator	Mr. S. Senthil Karasu Senior Assistant
Level 4	Dr. Kalaimani Shanmugam, Vice Principal				
Level 5	Dr. T. Balamurugan, Principal				



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HELP DESK FORM

Personal Details:

1. Name :
2. Student ID / Employee ID / Parent :
3. Class / Department / Student Details :
4. Contact Number :
5. Email ID :

Grievance Details:

1. Nature of Grievance (Select one)

Academic

Infrastructure

Administration

Harassment

Others (Please specify): _____

2. Description:

3. Date of Incident:

4. Persons(s) involved / suspected:

Declaration:

I hereby declare that the information provided is true and accurate to the best of my knowledge. I understand that any false or misleading information may lead to disciplinary action against me.

Place :

Signature:

Date :

Note: Download helpdesk form, fill the details with signature, send the filled form to helpdesk@aec.org.in