

THIAGARAJAR

COLLEGE OF ENGINEERING



HELP DESK Escalation Procedure

Section & Level	Administration	Hostel	Department	Controller of Examination	Scholarship
LEVEL 1	Nodal Officer manager@tce.edu Helpdesk link: https://shorturl.at/ajnP6				
LEVEL 2	Student Section	Deputy Warden	Faculty Adviser	Assistant Controller	Student Section
	studentsection@tce.edu	vbmech@tce.edu	Respective Student	NIL	studentsection@tce.edu
		wardenlh@tce.edu	section in charge		
LEVEL 3	Superintendent	Hostel Warden	Program Coordinator	Deputy Controller	Superintendent
	Office manager	wardenmh@tce.edu	Respective Program		Office manager
	manager@tce.edu	wardenlh@tce.edu	Coordinator in charge	dcoe2@tce.edu	manager@tce.edu
LEVEL 4	PA to Principal	Residential Tutor	HOD	Controller	PA to Principal
			Respective Heads of		
	paprincipal@tce.edu	wardenlh@tce.edu	the Department	coe@tce.edu	paprincipal@tce.edu
LEVEL 5	PRINCIPAL				
	principal@tce.edu				