



**Directorate of Students' Welfare**  
**Guru Gobind Singh Indraprastha University**  
**Sector-16 C, Dwarka, Delhi-110078 Website: <http://ipu.ac.in>**

F. No.GGSIPU/DSW/Stuents' Council/2019/3164

Dated:09.09.2019

**NOTICE**

**ELECTION SCHEDULE**

**FOR THE ELECTION OF CLASS REPRESENTATIVES (CRs) FROM UNIVERSITY SCHOOL  
OF STUDIES FOR CONSTITUTION OF STUDENTS' COUNCIL  
(ACADEMIC YEAR 2019-20)**

This is to inform to all the students of USS that the University is in the process of constitution of Students' Council for the year 2019-20. The Council shall have three representational constituents viz, School Representative (General), School Representative (Academic) and DSW nominated members. The School Representatives (General), School Representative (Academic) would be elected in accordance with the rules for constitution of the Students' Council notified vide notice dated 19.09.2013.

The election of the Class representatives for each year and each programme of USS would be held as per the following schedule:

Commencement of filing of nominations	Monday, 09 <sup>th</sup> September, 2019
Last date for filing nominations	Monday, 16 <sup>th</sup> September, 2019 (1.00 p.m.)
Last date for withdrawal of nominations	Tuesday, 17 <sup>th</sup> September, 2019 (1.00 p.m.)
Publication of List of Eligible Candidates for election	Wednesday, 18 <sup>th</sup> September, 2019
Elections through printed ballot, if required	Friday, 20 <sup>th</sup> September, 2019 (1.00 p.m. to 2.00 pm.)
Counting and declaration of results	Friday, 20 <sup>th</sup> September, 2019 (02.30 p.m.)

**Eligibility Conditions for Election of CR:**

Only those students shall be eligible for contesting/proposing for the post of CR who:

1. Do not have any supplementary/back in any of the subjects of any semester/year.
2. Have no disciplinary enquiry or action taken and pending against them
3. Have the potential to actively work for the overall development of the University
4. Have not been detained from the examination for shortage of attendance

## Rules and Regulations for the election of Students' Council

1. The elections would be conducted School wise through a School Returning Officer.
2. The election would be held through secret printed ballot.
3. The nomination form must be obtained and submitted to the respective Returning Officer of School.
4. The candidates are strictly required to follow the following norms:
  - ❖ No posters are allowed in the university campus.
  - ❖ No group canvassing for election is allowed in university campus.
  - ❖ No election related activities, which may interfere with academic activity/ambience, are allowed.
  - ❖ No damage to the public property.
5. A copy of the self attested marks sheet issued by the University for all the previous years for which the candidate has appeared and passed must be attached with the nomination form without which the form would be rejected.
6. The candidate has to submit an undertaking stating that he/she do not have any supplementary/back in any of the subjects of any semester/year, has no disciplinary enquiry or action taken and pending against him, will work actively for the overall development of the University and has not been detained from the examination for shortage of attendance. In the absence of this undertaking, the nomination form shall be rejected.
7. The Returning Officer will conduct the election in the School with the help of a team of faculty/staff member nominated by the Dean.
8. The students must submit the nomination form, complete in all respects to the School Returning Officer by the due date.
9. The list of students who are eligible voters shall be displayed by the School Returning Officer in the respective School Notice Board. Any issues/discrepancies in this regard must be taken up with the School Returning Officer and the Dean of the School.
10. The withdrawal from the nomination must be submitted in writing to the School Returning Officer by the due date.
11. Any form or withdrawal submitted after the due date will not be accepted.
12. Incomplete nomination forms shall be summarily rejected by the School Returning Officer.
13. The candidates filing nominations/proposers must be bonafide full-time students of the USS in the current academic session.
14. In a given class, if the majority of the students votes for "None Found Suitable", No contestant for the said class shall be declared as elected and there shall not be any elected representation from the said class for a year of election.
15. The students must bring with them their ID cards issued by the University to establish their identity. In case, it is not available, a certificate of *bonafide* student issued by the Dean or its nominee may be produced. In the absence of any of these, the student will NOT be allowed to cast his ballot.



16. Every candidate must have at least two proposers as indicated in the Nomination form.
17. One individual can sponsor only one candidate for a post only from the same class and year i.e. a first year student of MBA can nominate only one student from first year MBA only.
18. If an elected candidate incurs any grounds for ineligibility, he/she shall cease to be the elected person for the purposes of the student's council as and when such ineligibility occurs.
19. Any discrepancies not settled at the level of School Returning Officer must be brought to the knowledge of the Chief Election Officer.
20. In any election related disputes, the decision of the Director Student's Welfare shall be final.
21. The detail of the Chief Election Officer & Returning Offices of respective schools is as under:

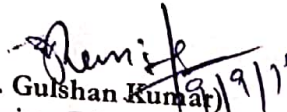
**Chief Election Officer:**

Prof. A. K. Saini, USMS	Chief Election Officer	Room No. DFR-202 Ph. 011-25302608 Email-aksaini1960@gmail.com
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**Returning Officers:**

S.No.	Name of the Returning Officer	Designation	USS
1.	Dr. Amit Ahuja	Assistant Professor	USE
2.	Shiv Ram Meena	Assistant Professor	USICT
3.	Dr. Rakesh Kumar	Assistant Professor	USLLS
4.	Dr. Vandana Singh	Assistant Professor	
5.	Dr. Shipra Mital Gupta	Assistant Professor	USBAS
6.	Dr. Ram Singh Purty	Assistant Professor	USBT
7.	Sh. Sayan Chatterjee	Assistant Professor	
8.	Sh. Gaurav Talan	Assistant Professor	USMS
9.	Dr. Kulveen Trehan	Assistant Professor	USMC
10.	Dr. Naresh K. Vats	Assistant Professor	USHSS
11.	Dr. S.K Sharma	Assistant Professor	USCT
12.	Dr. Vinita	Assistant Professor	
13.	Dr. Sumit Dookia	Assistant Professor	USEM
14.	Hemlata	Assistant Professor	USAP

All the Returning Officers are requested to forward the name of student, Enrollment No., Programme, Semester & mobile number of the elected CR, SR (General), SR (Academic) of their school duly verified by the Dean to the Chief Election Officer and Director, Students' Welfare latest by 25.09.2019.

  
 (Dr. Gulshan Kumar)  
 Associate Director, SW

**Copy to:**

- i) All Deans, University Schools of Studies
- ii) All Returning Officers
- iii) AR to Vice Chancellor – for information of the Hon'ble Vice Chancellor
- iv) AR to Registrar - for information of the Registrar
- v) All Notice Boards of the University
- vi) In-charge, Server Room- with the request to upload this notice on the University Website under the link of the Students' Welfare.



**GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY**  
**NOMINATION FORM FOR THE ELECTION OF CLASS REPRESENTATIVE**  
**(ACADEMIC YEAR 2019-20)**

UNIVERSITY SCHOOL NAME: \_\_\_\_\_

Programme Name: \_\_\_\_\_ Year (Batch): \_\_\_\_\_

**A. Candidate's Details:**

Name:.....

Enrollment no: .....

Class Studying in:.....

Father's name: .....

Address:.....

.....

Mobile No. .... Email:.....

Do you have any supplementary/back in any of the subjects of any semester/year: Yes/No  
(Please enclose marksheets of all semesters of the programme)

Do you have any disciplinary enquiry or action taken and pending against you: Yes/No

Do you have the potential to actively work for the overall development of the University: Yes/No

Have you been detained from the examination for shortage of attendance: Yes/No

**B. Proposer's Details: (Minimum 2 Proposers Required)**

**PROPOSER -1**

Name:.....

Enrollment no: .....

Class Studying in:.....

Father's name: .....

Address:.....

.....

Mobile No. .... Email:.....

Do you have any supplementary/back in any of the subjects of any semester/year: Yes/No

Do you have any disciplinary enquiry or action taken and pending against you: Yes/No

Have you been detained from the examination for shortage of attendance: Yes/No

**Proposer-1 Signature:**

**PROPOSER - 2**

Name:.....  
Enrollment no: .....  
Class Studying in:.....  
Father's name: .....  
Address:.....  
.....  
Mobile No. .... Email:.....

Do you have any supplementary/back in any of the subjects of any semester/year: Yes/No

Do you have any disciplinary enquiry or action taken and pending against you: Yes/No

Have you been detained from the examination for shortage of attendance: Yes/No

**Proposer-2 Signature:**

**Declaration:**

1. I hereby declare that the information given above is true and correct to the best of my knowledge. In case any information provided above is found to be incorrect, my candidature may be cancelled.
2. I have read all the rules and regulations of this election and shall abide by them in letter and spirit.
3. I undertake to conduct myself in the manner as worthy of a student and more so a candidate for representation of the students community. I shall always abide by the rules and regulation of the university and shall work for the good of the university.

\_\_\_\_\_  
**Signature of the Candidate**

Date:\_\_\_\_\_

*(Incomplete nomination forms shall be summarily rejected)*

**Note**

1. The nomination form should be completed in all respect alongwith self attested photocopies of all previous semesters' marksheets.
2. Incomplete nomination forms shall be summarily rejected.
3. The nomination form must be submitted to the returning officer of the concerned school.
4. No late nomination shall be accepted.

\_\_\_\_\_  
**(For use of Returning Officer only)**

Nomination of Mr./ Ms. \_\_\_\_\_ is accepted / rejected.

(Please mention reason, if rejected : \_\_\_\_\_)

Place:

Signature of Returning Officer

Date:

Time: