



Directorate of Students' Welfare
Guru Gobind Singh Indraprastha University
Sector-16C, Dwarka, Delhi-110075 Website: <http://ipu.ac.in>

F. No.3 (13)/IPU/DSW/2013/458

Dated 19.09.2013

Notice

Hon'ble Vice Chancellor is pleased to approve the following rules for constitution of the Students' Council of University Schools of Studies, GGSIP University for the Academic Session 2013-14 and onwards:

1. The Council shall have the following three representational constituents:

- a) School Representative (Academic) from each USS elected by the academic topper students of pre-final year of each course.
- b) School Representative (General) from each USS elected by the all Class Representatives of each classes.
- c) Eight Members nominated by the Director, Students' Welfare which may include representatives from Srijan, Boys' Hostel, Girls' Hostel, Sports and such other students who have been reflecting keen interest and involvement in the various activities of the Directorate of Students' Welfare.

2. Procedure of Election

i) Procedure for election of School Representative (Academic):

All the pre-final year academic toppers of each course in each USS will elect a School Representative (Academic) according to notified schedule in the presence of Dean and Returning Officer in each USS. The Dean of USS will notify a list of pre-final year academic toppers on the basis of combined CPI in each course, which may be obtained from the Examination Division before the election. After election of SR (Academic), the Dean of the USS will intimate the result of the election to the Chief Election Officer and Director, Students' Welfare.

In programmes having duration of two or less number of years, the School Representative (Academic) shall be the topper of the final year.

ii) Procedure for election of School Representative (General):

- a) All eligible students will elect a Class Representative in each classes/sections of the USS according to notified schedule in the presence of Dean and Returning Officer. Subsequently, the Dean of the USS will held a meeting of all CRs for electing a School Representative (General). After election of SR (General), the Dean of the USS will intimate the result of the election of CR and SR to the Chief Election Officer and Director, Students' Welfare.
- b) Following students shall be eligible for contesting for CR who:
 - Do not have any supplementary/back in any of the subjects of any semester/year.
 - Have no disciplinary enquiry or action taken and pending against them.
 - Have the potential to actively work for the overall development of the University.
 - Have not been detained from the examination for shortage of attendance.

iii) **Nomination by the Director, Students' Welfare:**

Eight students will be nominated by the Director, Students' Welfare from the of students of all USS on the basis of the performance evinced by them in different extracurricular activities, sports and management capabilities in the preceding years either in the University or in their previous institutions. Academic performance of students will not be criteria for their nomination to the Students' Council. However, their record in respect of conduct/discipline and potential for contribution for the welfare of the students and the University will be strictly considered.

iv) **Election of Office Bearers and Executive Committee for Students' Council:**

The meeting of the members of Students' Council shall be convened by Director, Students' Welfare to elect the Office Bearers and Members of Executive Committee representing each USS. The meeting will be convened in the presence of the Registrar, Proctor, Chief Warden, Director, Students' Welfare and Two Deans of USS nominated by the Hon'ble Vice Chancellor. The election will be conducted for the post of following Office Bearers as per the notified schedule:

- i) President
- ii) Vice-President
- iii) General Secretary
- iv) Member of the Executive Committee representing each USS

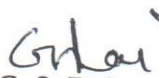
3. **Officers for election of Students' Council**

The Chief Election Officer for overall election of Students' Council and Returning Officer for election of CR, SR (Academic), SR (General) in each USS will be nominated by the Vice Chancellor of the University. The Dean of the USS will constitute a team of faculty/staff members in the respective USS for smooth conducting the election of Students' Council.

4. **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.


(Prof. C. S. Rai)
Director, Students' Welfare

Copy to:

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