



Prof. Syed Najamul Hasan  
Chief Returning Officer

hasan.najam@gmail.com  
manuu.dsw@gmail.com

No.MANUU/DSW/F.19/2018-2019/828

17<sup>th</sup> August, 2018

**NOTIFICATION FOR MSU 2018-19**

It is hereby notified that the Elections for Office Bearers and Members of Executive Committee of MANUU Students' Union (MSU - 2018-19) will be held on 06<sup>th</sup> September, 2018 from 09:30 am to 01:30 pm. (as per guidelines of Lyngdoh committee).

The following are the details of Election:-

**I. University Headquarters:**

Names of the posts for which elections are scheduled to be conducted:

**a) Office Bearers**

- i. President
- ii. Vice-President
- iii. Secretary
- iv. Joint Secretary and
- v. Treasurer

**b) Members of Executive Committee at Headquarters:**

1.	School of Languages, Linguistics & Indology	:	One Member
2.	School of Commerce & Business Management	:	One Member
3.	School of Sciences	:	One Member
4.	School of Education & Training	:	One Member
5.	School of Mass Communication & Journalism	:	One Member
6.	School of Arts & Social Sciences	:	One Member
7.	School of CS & IT	:	One Member
8.	Centre for the Study of Social Exclusion and Inclusive Policy	:	One Member
9.	Polytechnic, Hyderabad	:	One Member

**II. Outside University Headquarters:**

**Members of Executive Committee:**

1.	Satellite Campus Lucknow	:	One Member
2.	Srinagar (Arts & Science College for Women)	:	One Member
3.	Srinagar (CTE)	:	One Member
4.	Bhopal (CTE)	:	One Member
5.	Asansole (CTE)	:	One Member
6.	Aurangabad (CTE)	:	One Member
7.	Sambhal (CTE)	:	One Member
8.	Bidar (CTE)	:	One Member
9.	Nuh (CTE)	:	One Member
10.	Darbhanga (CTE)	:	One Member
11.	Darbhanga (Polytechnic)	:	One Member
12.	Bangalore (Polytechnic)	:	One Member
13.	Kaddappa (Polytechnic)	:	One Member
14.	Cuttack (Polytechnic)	:	One Member



**III. Deposit:**

An amount of Rs.500/- (Rupees Five Hundred only) is to be paid by the contestant for the post of Member of the Executive Committee and Rs. 1000/- is to be paid by the contestant for the post of office bearers (President, Vice-President, Secretary, Joint Secretary and Treasurer) each through Demand Draft drawn in favour of Maulana Azad National Urdu University payable at Hyderabad. The DD will be returned to the contestant only, if the candidate secures minimum 15% of total votes casted for the contested post. Otherwise, the deposited amount shall be forfeited.

**Schedule of Elections 2018-2019:**

The following is the schedule of Elections for the above:-

S.No.	Schedule of Events	Dates
01	Issue of Notification & Nomination of forms	17 <sup>th</sup> August, 2018 (Friday)
02	Last date & time for filling Nomination forms	28 <sup>th</sup> August, 2018 (Tuesday - 05:30 pm)
03	Withdrawal of Nominations	29 <sup>th</sup> August, 2018 (Wednesday - 02:30 pm)
04	Declaration of final list of candidates	29 <sup>th</sup> August, 2018 (Wednesday - 05:30 pm)
05	Canvassing period	30 <sup>th</sup> August, 2018 to 04 <sup>th</sup> September, 2018 (Thursday to Tuesday)
06	No Canvassing Day	05 <sup>th</sup> September, 2018 (Wednesday)
07	Date and Time of conduct of Elections	06 <sup>th</sup> September, 2018 (Thursday - 09:30 am to 01:30 pm)
08	Counting of Results	06 <sup>th</sup> September, 2018 (Thursday - 02:30 pm)
09	Declaration of Results	06 <sup>th</sup> September, 2018 (Thursday)
10	Investiture ceremony	10 <sup>th</sup> September, 2018 (Monday - 03:30 pm)

The term of the seventh MANUU Students' Union shall expire on completion of present academic session (2018-2019).

**The Nomination Forms, affidavit on Rs. 20 Non Judicial stamp paper and required documents (as indicated in the checklist below) should be submitted on or before 05:30pm, Tuesday, 28<sup>th</sup> August, 2018.**

The students of Hyderabad campus should submit the nomination form and the required documents to the undersigned at the O/o the DSW, MANUU and students of campuses other than Hyderabad should submit theirs to Returning Officer's a respective off-campus. The format of the Affidavit, Ad-hoc Rules and Regulations for MANUU Students' Union can be downloaded from the University website – [www.manuu.ac.in](http://www.manuu.ac.in).

**Checklist of Documents Required:**

1. Nomination Form
2. Demand Draft
3. Affidavit
4. Copy of ID Card
5. Bonafide Certificate

To

All Deans of Schools of Studies  
All Heads of Departments  
All Directors / Centre  
All Polytechnics, CTEs, Satellite Campus Lucknow and Arts & Science College for Women, Srinagar

Copy to:

1. Vice-Chancellor's Office, Pro-Vice Chancellor's Office, Registrar's Office
2. Academic Section
3. Director, CIT with a request to upload on University Website
4. Media Coordinator
5. Provost
6. Wardens – Boys' and Girls Hostels
7. All Notice Boards
8. Concerned file

  
17/8/2018  
**Chief Returning Officer**

