

Procedure of Election of Students' Council

8. Procedure of Election:

1) In case of a College, a teacher shall be nominated as an Election Officer by the Principal. The Election Officer shall prepare and publish the **provisional and final list of electoral college** for each class to elect Class Representatives and students electoral college consisting of all students, who are engaged in full time studies in that college for **electing President, Secretary, Lady Representative, Representative of Reserved Category for respective Students' Council**. A copy of such electoral-roll shall be made available on the website of the College. A hard copy of such electoral-roll shall be also made available to the candidates at the reasonable price.

(2) The voting shall be **by ballot**. The ballot paper shall mention the names of the candidates in the **alphabetical order beginning with surnames**.

(3) There shall be **separate ballot boxes** for Class Representatives and President, Secretary, Lady Representatives and Representatives of Reserved Category to be elected.

(4) A student shall have the **right to vote separately** for concerned Class Representative and President, Secretary, Lady Representative and Representative of Reserved Category to be elected to College Students' Council, i.e. a student shall have the right to cast total maximum five votes.

(5) The election for College Students' Council shall be held in accordance with the **principle of simple majority votes**.

(6) A student willing to contest election shall submit the **nomination in the Form 'A'** appended with this Order **along with non-refundable fees of Rs. 50** per nomination form.

(7) A candidate cannot contest election for **more than one position at a time**.

(8) The time span for actual voting shall be **four continuous clock hours** to be declared by Election Officer.

(9) The **counting of votes and declaration of results shall be completed on the same day of voting** in case of College Students' Council.

(10) Each voter must carry valid identity card of the College at the time of voting. The special Identity Card shall be issued by the Election Officer of College to the elected President, Secretary, Lady Representative and Representative of Reserved Category in the format prescribed by the University. No voter shall be allowed to vote without a valid identity card.

Scrutiny of voting papers:

(i) All voting papers shall be scrutinized by the Election Officer or by such other person or persons as may be authorized by the Election Officer. The Election Officer may delegate his power in relation to scrutiny and counting of voting papers to any other person or persons under his control.

(ii) The candidate or his agent, who shall be a voter of a particular constituency, duly authorized by him in writing on his behalf shall be entitled to be present at such scrutiny.

(iii) When there are more polling centres than one, voting papers of all the polling centres shall be first mixed up and then scrutinized by the Election Officer or such other person or persons as may be authorized by the Election Officer.

Result of Election:

(i) After the scrutiny and counting is completed, the result thereof shall be reported forthwith to the Principal.

(ii) Immediately after the final result is prepared, the voting papers shall be sealed in a packet with the seal of one or more of the scrutinizers and then handed over to the Principal.

Code of Conduct: As per the banner displayed in the college campus and on college website.

Grievance Redressal Mechanism:

(1) An aggrieved student or candidate may prefer an application for grievance redressal to the Grievance Redressal Authority against the decision of Election Officer during the process of election.

(2) Such application can be preferred within a period of forty-eight hours from the occurrence of the alleged grievance.

(3) The Grievance Redressal Authority:

Principal of College in case of disputes or grievances related to election of Class Representatives, President, Secretary, Lady Representative and Representative of Reserved Category in the College or Institution.

(4) The decision of the Grievance Redressal Authority shall be final and binding on the parties concerned.

For details: please visit college website ... Government Statues for Conduct of Election of Students' Council.

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Chairman
Students' Welfare Committee
& Students' Council.





Principal
KBP College, Vashi.