

Notice: General

(Ref. No. SRMU/DSW/NG/2019-20/ODD/05/24th July, 2019)

University Student Senate – Election for Class Representative

1. All the students of University except 1st Year Students who are interested to be a Class Representative (CRs) of their respective class say CS-31, 32 or BBA-31, 32 etc. who all will raise academic and administration issues related to their respective classes and thus help Institute Representative to sought out these at appropriate level.
2. The interested candidates must fulfill the desired eligibility of **more than 75% attendance, no academic arrears and no disciplinary cases** before filing the Nomination in the prescribed format (Appendix 2 –USS Manual).
3. Concern Dean has to check the Nomination based on eligibility criterion and names of proposers and certify the candidature and prepare the voter list of the concerned class also.
4. The election for Class Representative (CRs - one among all students belonging to single class say of 60 students eg. B. Tech. CS-31, 32) would be done through Ballot (Appendix 5 –USS Manual).
5. The dates for Nomination and Election of Class Representatives (CRs) are as follows:

Representative	Activity	Venue	Dates	Time	Responsibility
Class Representative	Nomination	Concerned Dean's Office	July 29-30, 2019	2:00PM – 4:00PM	Any Designated Person by the concerned Dean
	Election	Respective Class Rooms	August 2, 2019	12:00 Noon – 1:00 PM	Respective Course Coordinators or Any Designated Person by the Dean
	Counting of Votes		August 2, 2019	3:00PM - 3:30PM	
	Submission of Result	Concerned Dean's Office	August 2, 2019	3:30PM - 3:45 PM	Concerned Dean
	Declaration of Result		August 2, 2019	4:00PM	

6. For any further clarifications, kindly contact the undersigned.

Prof. (Dr.) B.M. Dixit
Director – Student Welfare