



MANIPAL UNIVERSITY JAIPUR

Directorate of Students' Welfare (DSW)

ELIGIBILITY NORMS NOTIFICATION

Formation of Student Council for 2023-24

NOMINATIONS FOR THE FOLLOWING POSTS ARE INVITED FROM UG/PG STUDENTS OF MUJ, WHO FULFILL THE CRITERIA LISTED:

(NOTE: PROGRAMS/COURSES HAVING TOTAL ENROLLED STUDENT MORE THAN 10 WILL BE CONSIDERED FOR ELECTION)

SL. NO.	POST	NUMBER OF POSTS	ELIGIBILITY CRITERIA
1.	PRESIDENT	1	FOURTH YEAR(UG)/ SECOND YEAR(PG)
2.	GENERAL SECRETARY	1	THIRD YEAR (FOR TECH. COURSES)/PREVIOUS YEAR (FOR NONTECH. COURSES)
3.	TREASURER	1	THIRD YEAR (FOR TECH. COURSES)/PREVIOUS YEAR (FOR NONTECH. COURSES)
4.	CULTURAL SECRETARY(M/F)	2	THIRD YEAR (FOR TECH. COURSES)/PREVIOUS YEAR (FOR NONTECH. COURSES)
5.	SPORTS SECRETARY(M/F)	2	THIRD YEAR (FOR TECH. COURSES)/PREVIOUS YEAR (FOR NONTECH. COURSES)
6.	TECHNICAL SECRETARY(M/F)	2	THIRD YEAR B. TECH.
7.	JOINT CULTURAL SECRETARY(M/F)	2	THIRD YEAR B. TECH.
8.	JOINT SPORTS SECRETARY(M/F)	2	THIRD YEAR B. TECH.

CRITERIA FOR ELIGIBILITY:

- Should have cleared all subjects of earlier semesters and should have a CGPA of at least 7.5 at the time of application;
- Should neither have been suspended by the institute authorities for any offence nor should have any disciplinary action taken/pending against him/her;
- In the case of applicants for CULTURAL/ TECHNICAL/ SPORTS SECRETARY, he/she should have represented the University events/ any other such activities; and
- Student should have studied for at least 1 year at MUJ.



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Eligible students interested in filing their nominations may do so in the prescribed format available on the MUJ website/ can be collected from respective School nominated Election Coordinator/ office of the DSW during working hours. The respective Class Coordinator of the section is requested to endorse the application form and submit the form to respective Election Coordinator of their school. A Student Council Advisory Board will scrutinize the applications received based on the parameters and announce the short-listed candidates for the post. The decision of the Student Council Advisory Board is deemed final in the shortlisting. A student can apply for a maximum of two posts for which he/she is eligible. In such cases separate applications should be submitted for the posts applied.

DOCUMENTS TO BE ATTACHED WITH APPLICATION FORM

- 1) Passport size photo
- 2) Resume
- 3) Photocopy of grade sheets/ transcript (class 10th onwards (semesters completed till date))
- 4) Supporting documents for the achievements mentioned in the application form.
- 5) A write-up (not less than 600 words) explaining proposed action plan for one year if selected.

NUMBER OF CANDIDATES SHORT-LISTED:

1. President – 3
2. General Secretary – 4 (2 in each category (B.Tech. & Non-B.Tech.))
3. Treasurer – 2
4. Cultural Secretary(M/F) – 4 (2 in each category)
5. Technical Secretary(M/F) – 4 (2 in each category)
6. Sports Secretary(M/F) – 4 (2 in each category)
7. Joint Cultural Secretary(M/F) -4(2 in each category)
8. Joint Sports Secretary(M/F) -4(2 in each category)

IMPORTANT DATES:

- Last date for submission of application form to the Election Coordinator of respective School is 3rd September 2023.
- Names of short-listed candidates will be announced via mail to all students on 6th September 2023 by 11 a.m. (List will be displayed on notice board of SW office)
- Announcement of results: Day of the election, after counting the votes cast.

NOTE:

- Short listed candidates will be informed through notice board and through e-mail.

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