It is hereby notified to all the concerned Regular Students (Day & Evening Section) at Under-Graduate and Post-Graduate levels under Faculty Council of Science of the University that the Election of the Office-Bearers (O.B.) and Class Representatives (C.R.) to the Science Faculty Students’ Union shall be held on 28.01.2014 as per the following schedules.

1. Nomination papers shall be available from the office of the under-signed on and from 20-12-2013 to 10.01.2014 on all weekdays (except holidays, Saturday & Sunday) from 11 a.m. to 4 p.m. However, facility for downloading the Nomination Papers from the university Website (www.jadavpur.edu) is also available.


3. Publication of Preliminary Voter list (Roll Sheet) shall be exhibited on 27.12.2013 for correction, if any. For correction, the student must write to the Dean of Students/Returning Officer (R O) with justification and documentary proof on or before 03.01.2014 by 2.00 p.m.

4. Publication of Final Voter List and Final Constituency on 06.01.2014.

5. The Nominations are to be filed in prescribed form only on 10.01.2014 and 13.01.2014 within 11:00 a.m. to 4:00 p.m. by inserting the same into the box/es kept at the Dean of Students/R O Office.

6. Withdrawal of Nomination Papers, if any, is to be made up to 12-00 Noon on 15.01.2014 in writing addressing to Dean of Students / Returning Officer.

7. Scrutiny of Nomination papers will be done from 12:30 p.m. on 15.01.2014 at the Election Office situated at the first floor of the Students Amenity Centre Building (beside the office of the Dean of Students).

8. Final list of valid candidates shall be announced and circulated immediate after completion of scrutiny.

9. Election shall be held on 28.01.2014 during Official Class hours (both Day & Evening) as per schedule to be published.

10. Counting of Votes will be held in the Amenity Centre Students Canteen (Ground Floor) of Bidhan Chandra Vidyarthi Bhavan, Students Amenity Center from 10:00 a.m. on 29.01.2014.

11. The results of the Election of Office-Bearers shall be declared immediate after the counting is over, and complete results will be circulated in due course of time.

**Following points are to be noted:**

1. A regular student who has not taken casual admission and whose name appear in the Muster Roll is eligible for casting his/her vote as well as for contesting the Students Union Election to the post of Office-bearer (with condition at Point-2 below) and Class Representative.

2. Student of 1st year UG classes under the Faculty of Science is not eligible to contest for the post of Chairman and the General Secretary of the Union.

3. Eligible students contesting for the post of Office-Bearer & Class Representatives shall file the Nomination in prescribed form available from the Office of the Dean of Students/university website. Each Nomination Paper for the post of Office Bearer and Class Representative shall be verified at the Muster Roll section. It is the responsibility of the contestants to get the Nomination Papers verified by the Muster Roll section before filing the Nomination Paper. In case of Office Bearers, an eligible student may submit nomination paper/s for one post only. A copy of the Nomination Paper must be get received by the R O at the time of filing nomination.

4. Only Tick marking (✓) by pen on due space provided in the Ballot paper for electing the Office Bearer and Class Representative is valid.

5. Election will be conducted as per the election rules approved by the university as on date.

6. **Students are instructed to carry Photo Identity Card issued by the university authority at the time of casting vote and to produce the same, when asked, failing of which the right to cast vote will be withdrawn.**

Dean of Students and Returning Officer

Copy to: All concerned including Departments/Sections/Students unions & organizations.