

**NATIONAL INSTITUTE OF TECHNOLOGY TIRUCHIRAPPALLI****OFFICE OF THE STUDENTS WELFARE****Tel No.: 0431-2503040 Fax: 0431-2500133 Website: www.nitt.edu**

01.04.2021

NOTICE

Nominations are invited from eligible students for the following posts of Office Bearers of Students' Council for the academic year 2021 - 2022 for which Returning Officers and the schedule are given below. General and specific roles and responsibilities to be carried out by council members are given in Annexure.

Tentative dates can be:

Release of Notification : 01.04.2021(Thursday), 5.00 pm
Last Date & Time for Nomination : 12.04.2021(Monday), 5:00 pm
Scrutiny and Announcing the Eligible Candidates: 19.04.2021(Monday), 5.00 pm
Last Date & Time for Withdrawal : 20.04.2021(Tuesday), 11:00 am
Release of List of Final Candidates : 20.04.2021(Tuesday), 5.00 pm
Date of Election, if required : 24.04.2021 (Saturday), from 9:30 am to 4.30 pm (Online)

Office Bearers of the Students' Council

S.No	Name of the Post	Eligibility for Candidates	No. of Post	Returning Officers	E-Mail (@nitt.edu)	Mobile	Electorate
1	President	Open for Third Years of B.Tech. and Fourth Years of B.Arch.	1	Dr.J.Jerald AD(SW) Dr.I.Jeyaraman Maths, Warden-Amber A,B	adsw jeyaraman	9486001179 9486001193	All Third year students of B.Tech./B.Arch. and 4 th year students of B. Arch.
2	Vice President	Reserved for Girl from Third Years of B.Tech. and Fourth Years of B.Arch.	1	Dr.R.Manjula AD (SW) Dr.M.Sridevi Warden - OPAL D	manju msridevi	9486001196 9489066272	All Third year Girl students of B.Tech./B.Arch. and 4 th year girl students of B. Arch.
3	General Secretary	Open for Second Years of B.Tech./ B.Arch.	1	Dr.S.S.Karthikeyan ECE, Warden-Aquamarine A,B Dr.S.Suresh, Hostel Convener	sskarthikeyan ssuresh	9489066250 9486001184	All Second year students of B.Tech./ B.Arch.
4	Additional General Secretary	Reserved for Girl from Second Years of B.Tech./ B.Arch.	1	Dr.M.Sridevi Warden- OPAL D Dr.Lavanya MBA Warden- OPAL A,E Ground Floor	msridevi lavanya	9489066272 9486001176	All Second year Girl students of B.Tech./ B.Arch.
5	PG Secretary	Open for First Years of M.Sc/M.Tech./ MCA/ MBA/M.Arch	1	Dr.R.Periyasamy ICE, Warden- Emerald, Pearl, Ruby Dr. Vamsinadh Thota Maths, Warden- Lapis,Sapphire,Topaz	periyasamyr vamsinadh	9486001195 9486001190	All First year boys students of M.Sc/M.Tech./ MCA/MBA/M.Arch
6	PG Secretary (Girls)	Reserved for Girl From First Years of M.Sc/M.Tech./ MCA/MBA/ M.Arch	1	Dr.R.Tamilselvi Maths, Warden Opal C East & West First Floor Dr.Lavanya MBA, Warden OPAL A,E Ground Floor	tamil lavanya	9489066277 9486001176	All First year Girl students of M.Sc/M.Tech./ MCA/MBA/M.Arch

7	Ph.D/M.S. Secretary	Open -Second year Ph.D & First year MS	1	Dr.N.Samsudeen Chemical, Warden- Diamond,Jade Dr.Manoranjana Sahoo EEE, Jasper,Coral MM I North First Floor	samsudeen sahoo	9486001185 9486001199	All full-time Ph.D/M.S Scholars
8	Ph.D/M.S. Secretary (Girls)	Reserved for Girl-Second year Ph.D & First year M.S	1	Dr.M.Sridevi Warden - OPAL D Dr.V.Karthik MME, Warden -Zircon C	msridevi karthikv	9489066272 9788444987	All full-time Ph.D/M.S Girls Scholars
9	Joint Secretary Representing 2nd year B.Tech/B.Arch	Open for First Years of B.Tech/B.Arch.	1	Dr.D.Ruben Sudhakar DEE, Warden- Garnet A,B Dr.Jitraj Saha Maths, Warden- Garnet C, Agate	rubensudhakar jitraj	9486001177 9486001180	All First year students of B.Tech/B.Arch.
10	Additional Joint Secretary Representing 2nd year B.Tech/B.Arch	Reserved for Girl from First Years of B.Tech/B.Arch.	1	Dr.R.Tamilselvi Maths, Warden Opal C East & West First Floor Dr.Lavanya MBA, Warden-OPAL A,E Ground Floor	tamil lavanya	9489066277 9486001196	All First year Girl students of B.Tech/B.Arch.

Eligibility and Other Criteria

1. The candidates should have no standing arrears and should have a clear track record with a CGPA of 7.5 or above.
2. The candidates should not have any disciplinary (Hostel/Institute level) actions being taken on them or should not possess any criminal record.
3. The candidate should be free from any type of addictions. If required the candidate should be ready to undergo the prescribed medical examinations for substance abuse.
4. Ex Students' Council Office Bearers are not eligible.
5. Students who wish to contest must submit the following (scanned copies) to the Returning Officer by e-mail (only NITT webmail should be used for correspondence) :
 - a. Filled in nomination form
 - b. A photocopy of Proposer, Second Proposer and Candidate's ID Card issued by NITT
 - c. Transcript (Partial) from the Office of the Dean (Academic)
 - d. No Objection Certificate as per prescribed format
 - e. Consent from Hostel Warden, Hostel Convener, HOD, AD (Academic) [For UG: *ugacad@nitt.edu* & For PG, PhD: *pgacad@nitt.edu*] and AD(SW) [For Boys: *adsw@nitt.edu* & For Girls: *manju@nitt.edu*] should be obtained by the candidate by e-mail and the scanned copies should be attached along with the No Objection Certificate.
6. The Returning Officers' decision will be final and binding.
7. In the event of the office of any major post of office bearer falling vacant within two months of elections, re- elections will be conducted within two months from the date of election.
8. Any candidate making false promises and/or claims beyond the jurisdiction of the students / students' council will lead to disqualification from the election process.
9. The students council election will be conducted by online mode. The procedure for voting will be informed along with the release of list of final candidates. **Students can vote by using their NITT webmail user id and password only.**
10. Students are advised to check NITT website for updates.

-Sd-

Dean (Students Welfare)

Copy to:

Director - for kind information

Dean (Academic), Associate Deans (Academic) & Associate Deans (SW)

All HODs - with a request to circulate among their students by e-mail.

First Year Coordinator - with a request to circulate among first year students by e-mail.

HAC, Hostel Convener - with a request to circulate among wardens and inmates by e-mail.

HOD (CSG) - with a request to upload the notification in NITT website.

Shri. K. Srinivasan, Sr. Technical Officer, CSG

Returning Officers

ANNEXURE

General responsibilities to be carried out by the council members are as follows:

1. To provide support and mentoring for students
2. To prepare cultural fee budget for the academic year
3. To coordinate industrial and international collaborations
4. Involvement in all the institute activities

Specific roles and responsibilities to be carried out by the council members are as follows:

Post	RESPONSIBILITIES
PRESIDENT	<ul style="list-style-type: none">• Executive Committee member of Festember.• To maintain the students' council account.• Coordinating all the clubs together with the respective secretaries.• Preparation of all developmental proposals.• Member of Estate Welfare committee.• Event approval in OD portal.• Member of Student Scholarships committee.• Academics related activities – 4th year
VICE-PRESIDENT	<ul style="list-style-type: none">• Executive Committee member of Pragyan.• Member of Student Scholarships committee.• Planning, expansion and diversification of institutional activities.• Coordinate with Office of International and Alumni Relations• Member of Safety and Security Advisory committee.• Member of Girl students' grievance committee• Academics related activities – 4th year
GENERAL SECRETARY	<ul style="list-style-type: none">• Chairman of NITTFEST.• Conducting Nostalgia.• Member of Alumni Institute Interaction Cell.• Member of Transport Advisory committee.• Coordinating MoUs related to students' activities.• Member of Office of International Relation.
ADDITIONAL GENERAL SECRETARY	<ul style="list-style-type: none">• Academics related activities – 3rd year and MIS committee.• Conducting Nostalgia.• Member of Estate Welfare Committee.• Coordinating Equity Action Plan (TEQIP) related to Girl students.• To maintain the students' council account.
JOINT SECRETARY	<ul style="list-style-type: none">• Conducting Orientation programme for first year students.• Mentoring for first year students.• Documentation of all council activities.• Member of Transport Committee.• Member of Horticulture Committee.

ADDITIONAL JOINT SECRETARY	<ul style="list-style-type: none"> • Academics related activities – 2nd year and MIS committee. • Conducting Orientation programme for first year students. • Mentoring for first year students. • Member of Safety and Security Advisory committee.
PG SECRETARY	<ul style="list-style-type: none"> • Stipend regulation for M. Tech & M. Arch. • Scholarship for MBA, MCA & MSc. • PGion Chairperson. • Address academic related issues for M.Tech, M. Arch, MBA, MCA & MSc. • Member of Alumni Institute Interaction Cell. • Responsible for PG student's club interaction • PG orientation for the first years. • Member of Horticulture committee.
PG SECRETARY (GIRLS)	<ul style="list-style-type: none"> • PGion Vice-chairperson. • Coordinating MIS & course registration. • Member of Hospital Advisory Committee. • PG orientation for the first year M.Tech. • Responsible for PG student's club interaction.
PhD SECRETARY	<ul style="list-style-type: none"> • Stipend regulation for PhD/MS. • Coordinate with RSF association activities. • Coordinate PhD alumni interaction. • Coordinate various academic and non-academic activities related to PhD students. • Responsible for PhD student's club interaction • Member of Quarters Allotment Committee for PhD Students. • Member of Ph. D students' grievance committee.
PhD SECRETARY (GIRLS)	<ul style="list-style-type: none"> • Stipend regulation for PhD/MS. • Coordinate with RSF association activities. • Coordinate PhD alumni interaction. • Coordinate various academic and non-academic activities related to PhD students. • Responsible for PhD student's club interaction • Member of Hospital Advisory Committee

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NO OBJECTION CERTIFICATE

(To be attached with the nomination form)

Name of the Position: _____

Date: _____

(To be filled by the candidate in capital letters)

Name of the Candidate	
Roll No.	
Course (Please Tick)	B.Tech/B.Arch/M.Tech/M.Arch/M.Sc./MCA/MBA/M.S./ Ph.D.
Department	
Specialization	
Year and Semester	
CGPA	
Room No. & Hostel	
Contact No.	

Note: Consent from Hostel Warden, Hostel Convener, HOD, AD (Academic) [For UG: ugacad@nitt.edu & For PG, PhD: pgacad@nitt.edu] and AD(SW) [For Boys: adsw@nitt.edu & For Girls: manju@nitt.edu] should be obtained by the candidate by e-mail and the scanned copies should be attached along with the No Objection Certificate.

Check List (Please Tick):

Attached copy of consent e-mail from Hostel Warden:

Attached copy of consent e-mail from Hostel Convener:

Attached copy of consent e-mail from HOD:

Attached copy of consent e-mail from Associate Dean (Academic):

For UG – Dr. V. Mariappan (ugacad@nitt.edu)

For PG & PhD – Dr. P. Srinivasa Rao Nayak (pgacad@nitt.edu)

Attached copy of consent e-mail from Associate Dean (Students Welfare):

For Boys - Dr. J. Jerald (adsw@nitt.edu)

For Girls - Dr. R. Manjula (manju@nitt.edu)

(Affix passport size
photo)

Name & Signature of the Candidate with Date

(For Office Use)

Returning Officer's Remark: Accepted/Not Accepted

If not accepted, Reason:

Signature of the Returning Officer with Date:

Name & Designation the Returning Officer:



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ELECTION FOR THE OFFICE BEARERS OF STUDENTS COUNCIL - 2021-2022

NOMINATION FORM

Date:

NAME OF THE POST:

NAME OF THE CANDIDATE:

NAME OF THE PROPOSER:

NAME OF THE SECONDER:

I propose Mr./Ms. for the post of
.....Students' Council, N.I.T., Tiruchirappalli for the
academic year 2020-2021. Photocopy of my Identity Card is submitted herewith.

Signature with Date:

Name:
(Block Letters)

Roll No. / Branch:

I second the proposal of Mr./Ms. for the post of
.....Students' Council, N.I.T., Tiruchirappalli for the
academic year 2020-2021. Photocopy of my Identity Card is submitted herewith.

Signature with Date:

Name:
(Block Letters)

Roll No. / Branch:

I hereby agree to be a candidate for the said post and declare that if I am elected, shall always uphold the dignity of the office in discharging my responsibilities. I certify that I have no addictions whatsoever and if needed, I will undergo narcotic test for substance abuse.

Signature of the Candidate with Date:

Name:
(Block Letters)

Roll No. / Branch:

Mobile No.: