Ref. No.: KRMU/Admin./O.O./2024-25/4039 **Dated: 04.09.2024**

OFFICE ORDER

Subject: Revised Student Council Nomination Policy, K.R. Mangalam University.

The Revised Student Council Nomination Policy, K.R. Mangalam University is notified for information and implantation from the academic session 2024-25, Odd Semester (Copy enclosed).

The schedule of nominations for Student Council is as under:

S.No.	Activity	Day & Date
1.	Commencement of filing of nominations in the prescribed format	Friday, 6th September 2024
2.	Last date for filing nominations	Thursday, 12th September 2024 (3:00 pm)
3.	Last date for withdrawal of nominations	Friday, 13th September 2024 (1:00 pm)
4.	Display of List of Eligible Candidates for Interview and Interaction with Panel	Thursday 19th September 2024 (1:00 pm)
5.	Interview and Interaction with Panel	Thursday, 26th September 2024
6.	Declaration of Result	Friday, 4th October 2024

This is issued with the approval of competent authority.

Registrar

Encls: As above

Copy to:

1. Vice Chancellor: For kind information
2. Registrar: For kind information
3. Controller of Examination: For kind information
4. All Deans and Coordinators of Schools
5. Dean, Academic Affairs
6. Dean Students Welfare
7. Director, CDC
8. Proctor
9. In-charge, IT – to upload the notice on Website under Student Welfare Section
10. All Students (UG & PG 2nd year onwards)- through Serosoft ERP
11. Office Copy
12. All Notice Boards of the University

K.R. MANGALAM UNIVERSITY
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Annexure-I

STUDENT COUNCIL OF ACADEMIC SESSION 2024-25

Nomination Notice and Schedule 2024-25

1. Introduction

K.R Mangalam University, Sohna Road, Gurgaon, Haryana has constituted Student Council Constitution framework to provide an opportunity for students **(UG and PG)** to engage in a structured partnership with teachers, students and management in the operation of their university based on the recommendations of the Lyngdoh Committee (2006). (Refer Office Order Ref No. KRMU/Admin./O.O/2021-22/3024 dated 27 June 2022.

2. About the Student Council

The K.R Mangalam University Student Council is a student body that represents the interests of K.R Mangalam University students and aims to enrich life at K.R Mangalam University for all stakeholders and formulates solutions to any issues they may face in collaboration with the Student Affairs Advisory Body and K.R Mangalam University administration.

3. Objectives of the Student Council

The objectives of the Students Council are:

a. To increase student involvement and University pride.
b. To develop leadership abilities among the youth of today and well informed, responsible, honest, concerned and active citizenry of tomorrow.
c. To uphold the interest of students and encourage them to contribute to the sustenance of democratic values in the University by simultaneously aiming at self-transformation, empowerment and positive involvement in university life.
d. To enhance understanding within and between groups through interaction and communication.
e. To increase avenues of cooperation among the administration, faculty and students.
f. To promote respect for law and order and the general welfare of the University and the community.
g. To assist in organizing and developing different activities within the University and ensuring participation in other universities.

4. Term of Office

The term of office shall be one academic year, i.e. 2024-25, for each of the Student Council office-bearers.

5. Patron

The Vice-Chancellor of K.R Mangalam University shall be the Patron of the Student Council. The Patron shall take all necessary steps to ensure that the Student Council functions in accordance with this Constitution.

6. Office Bearers

The Council shall have the following Office Bearers:

a. President
b. Vice President
c. Secretary Cultural Activities
d. Secretary Sports Activities
e. Secretary Hostel Affairs
f. Secretary Extension and Outreach Activities
g. Secretary Social Media and Marketing
h. Editor-in-Chief Student Editorial Board

7. Eligibility of Student Council Bearers

1. Students should have an average attendance of 80 percent
2. Should have a CGPA of 7 and above (average of the previous years)
3. Have displayed a high code of conduct and Discipline and do not have any disciplinary action taken pending against him/her.
4. Only final-year students are eligible to apply for the position of President and Vice President.
5. Only second year onwards are eligible to apply for the position of Secretary of Cultural Activities, Secretary of Sports Activities, Secretary of Hostel Affairs, Secretary of Extension and Outreach Activities, Secretary of Social Media Marketing, and Editor-in-Chief Student Editorial Board.
6. Students who have been part of the Student Council in previous years need not apply again. We shall have a fresh batch of Council every year.
7. Students who have been found guilty of and punished for the use of unfair means in any of the university examinations need not apply.

8. Procedure of Constitution of the Student Council

The office-bearers of the Student Council of K.R Mangalam University will be designated under this Constitution. As per the notified schedule from the Office of Dean Students Welfare, applications for nominations will be invited and accepted from candidates of all Schools based on their performance in curricular and co-curricular activities, achievements & accomplishments, leadership and managerial qualities, discipline and conduct in the preceding years at the University or in their previous institutions, the potential for contribution for the welfare of students and the University. The candidate should be a bonafide student at the University and should have no academic arrears in the year of applying for nomination. The candidates should not have a disciplinary inquiry or action taken or pending against them. The most appropriate eligible candidates among the nominations received for each post (office bearer) will be shortlisted and notified for an interview and interaction with a panel. Subsequently, the constituted Student Council will be notified. Schedule.

S.No.	Activity	Day & Date
1.	Commencement of filing of nominations in the prescribed format	Friday, 6th September 2024
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6.	Declaration of Result	Friday, 4th October 2024

9. Rules and Regulations

a. The term of the office of the elected Student Council shall be one academic year, i.e. 2024-25.

b. The nomination form must be obtained and submitted to the Office of the Dean of Students Welfare.

c. Self-attested copies of marks sheets issued by the University for the previous years for which the candidate has appeared must be attached with the nomination form (Appendix I).

d. The applicant shall be expected to submit undertakings (regarding academic arrears,

disciplinary inquiry, not being detained in examinations and shortage of attendance) along with the nomination form (Appendix I).

e. Incomplete nomination forms will be rejected.

f. The withdrawal of the submitted application shall only be done via the Office of the Dean Students Welfare.

g. If the designated candidate is found unsuitable/ineligible on any grounds after holding the post, the candidate will cease to be designated for the Students Council immediately after the ineligibility is identified.

h. After the constitution of the Student Council, strikes, protests etc. are strictly discouraged. In case involvement of any office bearer of student council gets observed, it would immediately lead to the disbarment of the Office Bearer concerned or the dissolution of the Student Council.

10. Disqualification of Office Bearers of the Student Council

No student shall be entitled to be a member of the Student Council if,

a. He/she is not a student of K R Mangalam University, Gurugram, Haryana; or

b. He/she has been detained from the examination for the shortage of attendance or any reason; or

c. He/she has been found guilty of and punished for the use of unfair means in any of the examinations of the University.

d. He/she has disciplinary action taken or is pending against him/her; or

e. He/she has failed or has academic arrears/ supplementary pending in any subject of any semester/year, or

f. He/she has been convicted of a criminal offense including moral turpitude; or

g. He/she has been punished by the University/School/Department for an act that is coercive in nature and constitutes a threat to life and property.

Explanation: A mere warning issued against a student will not be deemed to be a Punishment for the purpose of this clause.

11. Advisory Board of the Student Council

The Student Council shall have an Advisory Board consisting of the following persons:

a. Dean Students Welfare, K. R Mangalam University

b. Assistant Dean Students Welfare, K. R Mangalam University

c. Deans of respective Schools

d. Chief Proctor, K. R Mangalam University

e. Convenor, Cultural Club, K. R Mangalam University

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f. Convenor, Sports Club, K. R Mangalam University
g. Program Coordinator, NSS, Extension and Outreach Activities, K. R Mangalam University
h. Chief Warden, K. R Mangalam University
i. Registrar, K. R Mangalam University

12. Official Year and Tenure

a. The official year of the Student Council will be one academic year.
b. The office-bearers of the Student Council will not remain in office beyond one year as defined in sub-clause (a) of this clause.
c. An office-bearer of the Student Council may in writing, addressed and delivered to the Patron resign from his/her post before the expiry of the term.
d. The members of the student council cannot be the official bearers of any other committee/center/cell etc.

13. Functions of the Officer Bearers of the Student Council

a. All office bearers of the Student Council will function in all matters relating to the Student Council in accordance with this Constitution.
b. The President of the Student Council will be the Head of the Student Council and function in accordance with this Constitution.
c. In the absence of the President, the Vice-President of the Student Council will perform all the functions of the President in accordance with this Constitution.
d. The Secretary of the Student Council will act in consultation with the President and will function in all matters relating to the Student Council in accordance with this Constitution.

14. Meetings

a. The Student Council will meet at least four times in an academic session.
b. The President of the Student Council shall preside at the meetings of the Student Council and it shall be his/her duty to conduct these meetings in an orderly and peaceful manner in accordance with this Constitution.
c. An agenda of the meeting will be issued along with the notice of the meeting except for an emergency meeting.
d. The minutes of all the meetings of the Student Council should be properly maintained by the Student Council.
e. Rulemaking and Amendment of the Student Council Constitution.

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15. Interpretation of the Constitution, Removal of Doubts and Difficulties

If any question arises relating to the interpretation of this Constitution or any rules framed thereunder, it shall be referred to the Patron whose decision thereon shall be final.

16. Appointment of Appellate Tribunal

The Patron may, if he/she considers it necessary, refer any matter concerning the Student Union to an Appellate Tribunal. The decision of the Appellate Tribunal shall be final.

17. Emergency Power

Notwithstanding anything contained in the Constitution, the Patron in any emergency may take any action as he/she deems fit and has the right to dissolve the Student Council and report the decision.

K.R. MANGALAM UNIVERSITY
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Annexure-II

Student Welfare

APPLICATION FORM FOR FILING NOMINATION FOR STUDENT COUNCIL

Paste recent Passport Size Photograph Here

A. Candidate's Details:

Name: .....

University Enrollment No.: .....

Programme and Semester: .....

School: .....

Father's Name: .....

Mother's Name: .....

Address for Communication: .....

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Permanent Address: .....

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Contact No.: .....

E-mail ID: .....

Post applying for:

a. President
b. Vice President
c. Secretary Cultural Activities
d. Secretary Sports Activities
e. Secretary Hostel Affairs
f. Secretary Extension and Outreach Activities
g. Secretary Social Media and Marketing
h. Editor-in-Chief Student Editorial Board

B. Details of Achievements/ Awards in Academic/Co-curricular Activities:

Please describe your accomplishments and suitability for the Post applied for:

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I solemnly declare that:

i) I am a student of K R Mangalam University, Gurugram, Haryana.
ii) I have not completed the age of 24 years as on _____ (DD/MM/YY).
iii) I have a CGPA of 7 and above
iv) I have an average attendance of 80 percent
v) There is no disciplinary action ever taken or is pending against me.
vi) I have not been found guilty of and punished for the use of unfair means for the use of unfair means in any of the university examinations

Date:

Place: **Name & Signature of Student**

Enclosures:

(Self-attested copies to be attached with the nomination-cum-declaration form)

S.No.	Enclosure Description	Annexure No.
1.	Marksheets of all the previous years/semesters	
2.	Certificate to verify Date of Birth (Class X Certificate)	
3.	Certificates authenticating participation and achievements as mentioned in Section B above	
4.	Any valid Government ID proof (Aadhar Card, Passport, Ration Card, PAN Card, Voter ID Card, Driving Licence)	

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