



NATIONAL INSTITUTE OF TECHNOLOGY, TIRUCHIRAPPALLI - 620 015
OFFICE OF THE DEAN (STUDENTS WELFARE)

13.10.2021

NOTICE

Nominations are invited from eligible students for the following posts of PhD/MS Secretary and PhD/MS secretary (Girls) for the Academic Year 2021 - 22 for which Returning Officers and the schedule are given below. General and specific roles and responsibilities to be carried out by those council members are given in Annexure.

Tentative dates can be:

Release of Notification	: 13.10.2021(Wednesday), 5.00 pm
Last Date & Time for Nomination	: 20.10.2021(Wednesday), 5:00 pm
Scrutiny and Announcing the Eligible Candidates	: 21.10.2021(Thursday), 5.00 pm
Last Date & Time for Withdrawal	: 22.10.2021(Friday), 3:00 pm
Release of List of Final Candidates	: 22.10.2021(Friday), 5.00 pm
Date of Election (online), if required	: 26.10.2021(Tuesday), from 1:30 pm to 4.30 pm.

Office Bearers of the Students' Council

Sl. No.	Name of the Post	Eligibility for Candidates	No. of Post	Returning Officers	Electorate
1	PhD/MS Secretary	Open for Second Years of PhD & First year of MS	1	Dr. J. Jerald, Associate Dean (SW)	All Full Time PhD/MS scholars
2	PhD/MS Secretary (Girls)	Reserved for Girl from Second Years of PhD & First years of MS	1	Dr. R. Manjula, Associate Dean (SW)	All Full Time PhD/MS (Girls) scholars

Eligibility and Other Criteria

1. The students should have no standing arrears and should have a clear track record with a CGPA of 7.5 or above in their course work subjects.
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 (in sealed envelope) at the Office of the Dean (Students' Welfare) :
 - a. Filled in nomination form
 - b. A photocopy of Proposer, Second Proposer and Candidate's ID Card issued by NITT
 - c. Transcripts received from the Office of the Dean (Academic)
 - d. Conduct and No Objection Certificate as per the attached format
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. If required, the election will be conducted online mode. The procedure for voting will be informed later. The students can vote by using their **NITT webmail id and password** only.
9. Students are advised to check their webmail for any updates.

-Sd.-
Dean (Students Welfare)

Copy to:

Director- for kind information
Deputy Director and Registrar (i/c)
Dean (Academic), Associate Deans (Academic) and Associate Deans (SW)
HAC, Hostel Convener - with a request to display in the hostel/mess notice boards
All HODs - with a request to display in the department notice boards
HOD/CSG
Shri. K. Srinivasan, Sr. Technical Officer, CSG
All Full Time PhD/MS Scholars



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 2021-22 . 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 2021-22 . 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.:

ROLES AND ESPONSIBILITIES

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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APPLICATION FOR OBTAINING NO OBJECTION CERTIFICATE

(FOR STUDENTS' COUNCIL ELECTION)

Name of the Post (in capital letters):

Date:

Name of the student	
Roll Number	
Course	
Department	
Specialization (for M.Tech)	
Year & Semester	
CGPA	
Hostel & Room Number	
Signature of the Student	
Signature of the Warden	
Signature of the Hostel Convenor	
Signature of the Head of the Department	
Signature of the Associate Dean (Academic)	
Signature of the Associate Dean (Students' Welfare)	
Remarks	
Warden	
Hostel Convenor	
Head of the Department	
Associate Dean (Academic)	
Associate Dean (Students' Welfare)	