

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

22.03.2019

NOTICE

Nominations are invited from eligible students for the following posts of Office Bearers of Students' Council for the academic year 2019 - 20 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.

Last Date & Time for Nomination	: 29.03.2019, 4:00 P.M.
Scrutiny and Announcing the Eligible Candidates	: 29.03.2019, 05:30 P.M.
Last Date & Time for Withdrawal	: 01.04.2019, 1:30 P.M.
Release of list of Final Candidates	: 01.04.2019, 3:00 P.M.
Date of Election, if required	: 08.04.2019 (Monday) from 4:30 P.M. to 6:30 P.M.


Office Bearers of the Students' Council

Sl. No.	Name of the Post	Eligibility for Candidates	Number of Post	Returning Officers	Electorate
1	President	Open - Third Year B.Tech. and Fourth Year B.Arch.	1	Dr. S. Jerome AD(SW) Dr. G. Thavasiraja Warden(Zircon)	All Third year students of B.Tech./B.Arch. and 4 th year students of B. Arch.
2	Vice President	Reserved for Girl - Third Year B.Tech. and Fourth Year B.Arch.	1	Dr. M. Sridevi Warden(OPAL) Ms. Ravindra RSC (OPAL D)	All Third year Girl students of B.Tech./B.Arch. and 4 th year girl students of B. Arch.
3	General Secretary	Open - Second Year B.Tech. / B.Arch.	1	Dr. M. Arivazhagan, Hostel Convener & Dr. Lenin Singaravelu Warden (Amber)	All Second year students of B.Tech./ B.Arch.
4	Additional General Secretary	Reserved for Girl - Second Year B.Tech. / B.Arch.	1	Dr. R. Manjula Warden(OPAL) Miss. M. Krishnaveni RSC (OPAL CW)	All Second year Girl students of B.Tech. / B.Arch.
5	PG Secretary	Open - First Year M.Sc/M.Tech./MCA/ MBA/M.Arch	1	Dr. S.S. Karthikeyan Warden(Aquamarine) Dr. S. Suresh Warden(Garnet)	All First year students of M.Sc/M.Tech./ MCA/MBA/M.Arch.
6	PG Secretary (Girls)	Reserved for Girl - First Year M.Sc/M.Tech./ MCA/MBA/M.Arch	1	Dr. M. Sridevi, Warden(OPAL) Ms. Jegadeeswari RSC(Beryl)	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. Srinivasarao Nayak Warden(Jasper) Dr. P. Sridevi HAC, Member	All Full Time Ph.D/MS scholars
8	Ph.D/M.S. Secretary (Girls)	Reserved for Girl - Second Year Ph.D & First year MS	1	Dr. Srinivasarao Nayak Warden(Jasper) Dr. P. Sridevi HAC, Member	All Full Time Ph.D/MS (Girls) scholars
9	Joint Secretary Representing 2 nd year B.Tech./B.Arch	Open - First Year B.Tech./B.Arch.	1	Dr. C. Sathyanarayanan, Warden, (Agate and Coral) & Dr. SomenathGarai Warden(Diamond)	All First year students of B.Tech./B.Arch.
10	Additional Joint Secretary Representing 2 nd year B.Tech./B.Arch	Reserved for Girl - First Year B.Tech./B.Arch.	1	Dr. R. Manjula Warden(OPAL) Ms. K. Umamaheswari RSC(OPAL CE)	All First year Girl students of B.Tech./B.Arch.



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.
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 their ID Card issued by NITT
 - c. Transcript (Partial) from the Office of the Dean (Academic)
 - d. Conduct certificate as per prescribed formatNomination form and the conduct certificate are available in <http://www.nitt.edu/home/students/>
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.


22/3/19
Dean (Students Welfare)

Dr. SAMSON MATHEW
डॉ सामसन मात्सु
Dean (Students' Welfare)
संकायाध्यक्ष छात्र कल्याण

National Institute of Technology- Tiruchirappalli
राष्ट्रीय प्रौद्योगिकी संस्थान, तिरुचिरापल्ली
Tiruchirappalli- 620015. Tamilnadu
तिरुचिरापल्ली - 620015. तमिलनाडु

Copy to:

All Returning Officers
Dean (Academic) and Associate Dean (Academic)
Associate Deans (SW)
All HODs with a request to display in the notice boards
All Notice Boards (Institute and Hostels)
Convener Hostels with a request to display in the hostel/mess notice boards
Copy submitted to the Director for information

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

NATIONAL INSTITUTE OF TECHNOLOGY, TIRUCHIRAPPALLI - 620 015
ELECTION OF OFFICE BEARERS OF STUDENTS' COUNCIL FOR 2019 - 2020

NOMINATION FORM

Date:

NAME OF THE POST :

CANDIDATE'S NAME :

NAME OF THE PROPOSER :

NAME OF THE SECONDER :

I propose Mr./Ms. for the post of
..... Students' Council, N.I.T., Tiruchirappalli - 15 for
the year 2019 - 2020, Photocopy of my Identity Card is submitted herewith.

Signature :

Name :
(Block Letters)

Roll No. / Branch :

I second the proposal of Mr./Ms. for the post of
..... Students' Council, N.I.T., Tiruchirappalli - 15 for
the year 2019 - 2020, Photocopy of my Identity Card is submitted herewith.

Signature :

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 :

Name :
(Block Letters)

Roll No. / Branch :

Mobile :



NATIONAL INSTITUTE OF TECHNOLOGY
TIRUCHIRAPPALLI - 620 015, TAMIL NADU, INDIA
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APPLICATION FOR OBTAINING NO OBJECTION CERTIFICATE

(for Students' Council Election)

Name of the Position:
(Fill in Capital Letters)

Date:

Name of the student	:	
Roll Number	:	
Course	:	B. Tech. / B.Arch. / M.Arch. / M.Tech. / M.Sc. / MCA / MBA / MS / Ph.D.
Department	:	
Specialization (for M.Tech.)	:	
Year and Semester	:	
CGPA	:	
Room No. & Hostel	:	
Signature of the Student	:	
Signature of the Warden	:	
Signature of the Hostel Convener	:	
Signature of the Head of the Department	:	
Signature of the Associate Dean (Academic)	:	
Signature of the Associate Dean (Students Welfare)	:	
Remarks	:	Warden - Hostel Convener - Head of Department - Associate Dean(Academic) - Associate Dean(Students Welfare)-