



مولانا آزاد نیشنل اردو یونیورسٹی

MAULANA AZAD NATIONAL URDU UNIVERSITY

(A Central University established by an Act of Parliament in the year 1998)

Accredited 'A+' Grade by NAAC



Prof. Mohammed Abdul Azeem
Chief Returning Officer

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No. MANUU/DSW/CRO/F.100 /2023-24/1287

Date: 20.10.2023

NOTIFICATION FOR MSU 2023-2024

It is hereby notified that the Elections for Office Bearers and Members of Executive Committee of MANUU Students' Union (MSU - 2023-24) will be held on 02nd November, 2023 from 08:00 am to 12:30 pm at Indoor Stadium, MANUU, Hyderabad for Main Campus and respective Colleges/Centers for Off-Campuses.

The following are the details of Election:-

I. University Headquarters:

Names of the posts for which elections are scheduled to be conducted:

a) Office Bearers

i.	President	-	One
ii.	Vice-President	-	One
iii.	Secretary	-	One
iv.	Joint Secretary	-	One
v.	Treasurer	-	One

b) Members of Executive Committee at Headquarters:

1.	School of Languages, Linguistics & Indology	:	One
2.	School of Commerce & Business Management	:	One
3.	School of Sciences	:	One
4.	School of Education & Training	:	One
5.	School of Mass Communication & Journalism	:	One
6.	School of Arts & Social Sciences	:	One
7.	School of Technology	:	One
8.	Polytechnic, Hyderabad	:	One

II. Off Campuses:

Members of Executive Committee:

1.	Satellite Campus Lucknow	:	One
2.	Srinagar (Arts & Science College for Women)	:	One
3.	Srinagar (CTE)	:	One
4.	Bhopal (CTE)	:	One
5.	Asansol (CTE)	:	One
6.	Aurangabad (CTE)	:	One
7.	Sambhal (CTE)	:	One
8.	Bidar (CTE)	:	One
9.	Nuh (CTE)	:	One
10.	Darbhanga (CTE)	:	One
11.	Darbhanga (Polytechnic)	:	One
12.	Bangalore (Polytechnic)	:	One
13.	Kadappa (Polytechnic)	:	One
14.	Cuttack (Polytechnic)	:	One



Application form and Nomination fee:

Nomination fee: Rs. 500.00 for Registration (**Non-Refundable**), Rs.500.00 (**Refundable Deposit**) total Rs. 1000.00 (**Rupees: One Thousand only**) to be paid either in cash/DD drawn in favour of Maulana Azad National Urdu University payable at Hyderabad by the contestant for all posts. **Upon withdrawal of nomination, Rs.1000.00 will be refunded.** An amount of Rs.500/- will be returned to the contestant only if the candidate secures minimum 15% of total votes cast for the contested post. Otherwise, the deposited amount shall be forfeited. Similarly no amount will be refunded to the candidates who are found not eligible for contesting the elections. Off Campuses candidates shall pay the requisite amount to their concerned Principal/Head. **The students on whom disciplinary action has been taken during any time period of their academics in MANUU are not eligible to contest the election irrespective of the quantum of action taken.**

Application form and proforma of required documents can be downloaded from MANUU website. For any query please contact Prof. M.A Azeem, CRO, Mobile No. 9849325765 or Dr. K.M Ziyauddin, ACRO, Mobile No. 9966255073 or Dr. Jameel Ahmad, Assistant Dean Students Welfare, Mobile No. 9160077753.

Schedule of Elections 2023-24

S.No.	Schedule	Dates
01	Issue of Nomination forms	20.10.2023 (Friday)
02	Last date & time for filing Nomination forms	26.10.2023 (Thursday - 05:00 pm)
03	Withdrawal of Nominations	27.10.2023 (Friday - 1:00 pm)
04	Declaration of final list of candidates	27.10.2023 (Friday - 5:00 pm)
05	Canvassing Period	27.10.2023 to 31.10.2023 (Friday to Tuesday)
06	No Canvassing Day	01.11.2023 (Wednesday)
07	Date and Time of conduct of Elections	02.11.2023 (Thursday) 08:00 am to 12:30 pm.
08	Counting of Votes	02.11.2023 (Thursday from 02:30 pm onwards.
09	Declaration of Results	02.11.2023 (Thursday)
10	Investiture ceremony	08.11.2023 (Wednesday- 03:30 pm) Tentative

The term of MANUU Students' Union shall expire upon completion of present academic session (2023-2024).

The Nomination Forms, along with undertaking and required documents (as indicated in the checklist below) should be submitted on or before, 26.10.2023 (Thursday) 05:00pm.

The students of Hyderabad campus should submit the nomination form and the required documents to the undersigned at the O/o the DSW, MANUU and students of Off-campus should submit their nomination form to Principal/Heads of respective off-campus/Colleges. Principal/Head of all off-campus/colleges shall act as Returning Officer or may appoint a Returning Officer from each campus for the smooth conduct of elections. The Returning Officers of off-campus may contact Dr. K.M. Ziyauddin, ACRO, additional Chief Returning Officer Mob No: 9966255073 for coordination of election process at their respective campuses. The nomination form, format of the undertaking, Rules and Regulations for MANUU Students' Union are enclosed with the notification.

Checklist of Documents Required:


1. Nomination Form
2. Demand Draft/Payment receipt
3. Undertaking
4. Copy of ID Card
5. Bonafide Certificate

To

All Deans of Schools of Studies
All Heads of Departments
All Directors / Centre
All Polytechnics, CTEs, Satellite Campus Lucknow and Arts & Science College for Women, Srinagar

Copy to:

1. Vice-Chancellor's Office, OSD-I Office, OSD-II Office, Registrar's Office
2. Proctor Office
3. PRO
4. Provost- Boys' and Girls' Hostels
5. Director, CIT with a request to upload on University Website
6. All Notice Boards
7. Concerned file


20/10/2023
Prof. M.A Azeem
Chief Returning Officer
MSU Elections 2023-24
