



GOA UNIVERSITY

Taleigao Plateau, Goa

NOTIFICATION

Rule - 03 Rules relating to the formation of the Goa University Campus Students' Union.

- 3.1 There shall be a Goa University Campus Students' Union (GUCSU) formed latest by 30th September of each academic year.
- 3.2 The basic objective of the GUCSU shall be to promote friendship among the Goa University Campus students, to encourage curricular, co-curricular and extra-curricular activities to develop campus talents so as to promote academic, scientific, intellectual and literary activities through various forums formed by the students in consultation with the Director of Students Welfare and Cultural Affairs, to take up with the University authorities the genuine problems and difficulties faced by the Campus and research students of the University Schools; to assist the University authorities in proper conduct of various academic and cultural programs; and to organize/undertake such activities as are conducive to the growth of intellectual and creative activities on the University campus.
- 3.3 The GUCSU shall comprise of Class Representatives and Executive Body as given below:

a) Class Representatives

| Sr. No. | Groups of Students | No. of Representatives of the Union |
|----------------|---|--|
| a) | Part-I Students of the Shenoi Goembab School of Languages & Literature | 1* |
| b) | Part-II Students of the Shenoi Goembab School of Languages & Literature | 1* |
| c) | Part I Students of the D. D. Kosambi School of Social Sciences and Behavioural Studies | 1* |
| d) | Part II Students of the D. D. Kosambi School of Social Sciences and Behavioural Studies | 1* |



| | | |
|----|--|-----|
| e) | Part-I Students of the School of Biological Sciences and Biotechnology | 1* |
| f) | Part-II Students of the School of Biological sciences and Biotechnology | 1* |
| g) | Part-I School of Chemical Sciences | 1* |
| h) | Part-II School of Chemical Sciences | 1* |
| i) | Part-I School of Earth, Ocean and Atmospheric Sciences | 1* |
| j) | Part- II School of Earth, Ocean and Atmospheric Sciences | 1* |
| k) | Part-I Students of Goa Business School | 1* |
| l) | Part-II Students of Goa Business School | 1* |
| m) | Part-I Students of School of Physical and Applied Sciences | 1* |
| n) | Part- II Students of School of Physical and Applied Sciences | 1* |
| o) | Part-I School of International and Area Studies | 1* |
| p) | Part-II School of International and Area Studies | 1* |
| q) | Part-I Manohar Parrikar School of Law, Governance and Public Policy | 1* |
| r) | Part-II Manohar Parrikar School of Law, Governance and Public Policy. | 1* |
| s) | Part-I School of Sanskrit, Philosophy and Indic Studies | 1* |
| t) | Part-II School of Sanskrit, Philosophy and Indic Studies | 1* |
| u) | Undergraduate Students on campus (Including all Integrated programmes) | 3** |
| v) | Students engaged in research leading to Ph.D. and other research degrees through the various University Schools. | 3** |

* To ensure better representation, every School up to 150 students in all programs/disciplines at Part-I level, shall have one representative, between 151 -300 students- two representatives, between 301-450 students-three representatives and so on. The same rule shall apply for Part-II students.

**Considering the present number of students, the representation is kept at 3.

- b) There shall be an Executive Body of the Students' Union which shall comprise of a President, a Secretary, a Sports Secretary & Cultural Secretary, a Ladies Representative and a Research Student's



Representative each to be directly elected by all the eligible student voters on the University campus. The Ladies Representative shall be elected by all the eligible voters. The Vice-Chancellor shall have a discretionary power to nominate one Male and one Female under Gender Champion from amongst any student known for his/her scholastic attainments on the Executive Body of the Union. The students to be nominated by the Vice-Chancellor on the Executive Body may not be from the elected members of the Students' Union.

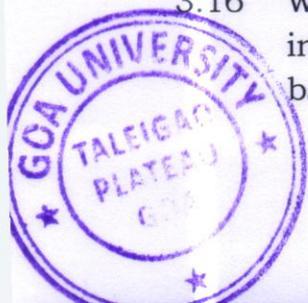
- 3.4 The representation of students on the Union as provided for in clause 3.3 shall be done by election through secret ballot.
- 3.5 The Director of Students Welfare and Cultural Affairs shall be responsible for conducting the election to the Goa University Campus Students' Union along with the help of Election Committee which is constituted by the Vice-Chancellor for the purpose.
- 3.6 The Election Committee shall begin the process of conducting the election within 6 to 8 weeks from the commencement of the first instructional day of the academic year for Part-I/1st year of PG/UG students on the campus of Goa University.

All the students who have enrolled themselves for an academic program on the University Campus by paying the admission fees on or before 1st working day of the month of August of each academic year shall be included in the voters list.

- 3.7 The candidate must be a regular, full-time student on the University Campus and should not be a distance/proximate education student. That is to say that all eligible candidates must be enrolled in a full-time program, the course duration being at least one year.
- 3.8 At the time of receipt of nomination forms an acknowledgement slip shall be given to the candidate clearly mentioning the date and time; however, acceptance of the nomination form does not construe that the candidature is qualified.
- 3.9 The age limit of the candidate to be eligible to contest the election shall have to be within the minimum/maximum age limit on the date of the scrutiny of the nomination papers as stipulated below:
 - a. Undergraduate student shall have completed 17 years, and shall not be more than 22 years of age.
 - b. Post graduate shall not be more than 25 years of age.
 - c. Research students shall not be more than 28 years of age.

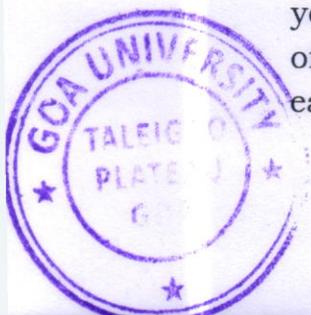


- 3.10 The candidate should furnish his/her mark sheets of the previous year's examinations while submitting his/her nomination form and should have passed the minimum required credits wherever applicable.
- 3.11 No student falling in any of the following categories shall be eligible to contest elections or be nominated for any of the elections:
- a. A student who has backlog of any of the courses of earlier Examinations including internal, external and departmental/School examinations of the respective degree.
OR
 - b. A student who has been admitted to the class from where he/she is contesting by getting the benefit of ATKT.
OR
 - c. A student who is repeater in a class from which he/she is contesting the elections.
OR
 - d. A student who has past criminal record.
OR
 - e. A student who has been involved in cases of indiscipline or is suspended from the University campus in the previous years of studies.
- 3.12 Both the Proposer and Seconder of the nomination form shall have no backlogs of any of the courses of the earlier examinations including internal, external and departmental/School examinations of the respective degree.
- 3.13 The maximum permitted expenditure per candidate shall be Rs. 5,000/-.
- 3.14 Each candidate shall, within two weeks of the declaration of the result, submit complete and audited accounts to the University authorities. The University shall publish such audited accounts, within two days of the submission of such accounts, through a suitable medium so that any member of the student body may freely examine the same.
- 3.15 The election of the candidate will be nullified in the event of any non-compliance or in the event of any excessive expenditure.
- 3.16 With the view to prevent the inflow of funds from political parties into the student election process, the candidates are specially barred from utilizing funds from any other sources than voluntary



contributions from the student body.

- 3.17 The Director of Students Welfare and Cultural Affairs in consultation with the Registrar of the University shall decide the dates of elections of the Students' Union and its Executive Body.
- 3.18 No student shall contest elections to more than one position on the Executive Body of the Students' Union.
- 3.19 The Candidates to the positions of President and Secretary of the Executive Body of the Students' Union shall be those who have completed at least one year of a Post-Graduate Programme on the Campus.
- 3.20 The GUCSU shall meet within seven days from the date of the declaration of the election results. Thereafter, it shall meet at least once a month or more times and the date of a meeting and its agenda shall be notified to the members of the GUCSU by the Secretary with the concurrence of the President at least three days before the meeting. At least ten Class Representatives and any four members of the Executive Body (including nominated members) shall constitute the quorum of a meeting. The meeting shall be adjourned for half an hour if there is no quorum at the time fixed for the meeting. However, the meeting after adjournment may proceed with the business even if there is no quorum. The Director of Students Welfare and Cultural Affairs shall have powers to attend any meeting of the GUCSU but shall not take part in voting.
- 3.21 The President shall preside over the meetings and the Secretary shall maintain the minutes of the meeting. All the decisions of the GUCSU shall be by a majority of those who are present. The President shall exercise a casting vote in case of tie. In case the President is absent, the members of the Executive Body present shall select anyone of themselves to preside over that meeting.
- 3.22 The Union shall be located on the premises of the Goa University. The Secretary shall be responsible for the money and material given to him by the Director of Students Welfare and Cultural Affairs for the activities of the Union. The GUCSU shall follow all the applicable financial rules/procedures of the University while executing all their activities and shall ensure that suitable accounts are submitted to the Director of Students' Welfare before 31st March of the academic year. The President shall prepare an annual report of the activities of the Union and submit it to the Registrar by the first week of April each year through the Director of Students Welfare and Cultural



Affairs.

- 3.23 No activity shall be undertaken by the Union without the prior approval of the Director of Students Welfare and Cultural Affairs of Goa University. All funds to be provided to the Union or its Executive Body shall be released through the Director of Students Welfare and Cultural Affairs. Detailed accounts of expenditure incurred by the Union /Executive Body shall be submitted by the President to the Registrar along with the Annual Report, through the Director of Students Welfare and Cultural Affairs.
- 3.24 The Director of Students Welfare and Cultural Affairs shall refer to the Registrar of the University for decision, any difference of opinion with regard to the interpretation of the composition and/or any matter concerning the activities of the Union. However, an appeal may be made to the Vice-Chancellor against the decision of the Registrar.


(Prof. V. S. Nadkarni)
REGISTRAR

Place: Taleigao Plateau, Goa

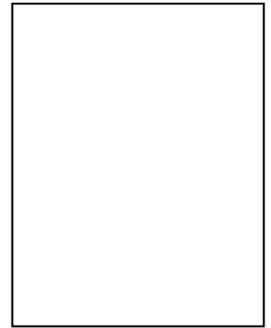
Date: 24th July, 2024

Encl:

1. *Goa University Nomination Form, Election to Goa University Campus Students Union (GUCSU) Group Representative.*
2. *Goa University Nomination Form, Election to Goa University Campus Students Union, President, Secretary, Sports & Cultural Secretary, Ladies Representatives and Research Student Representative.*



GOA UNIVERSITY NOMINATION FORM
ELECTION TO GOA UNIVERSITY CAMPUS STUDENTS UNION
(GUCSU) GROUP REPRESENTATIVE



INSTRUCTIONS TO THE CANDIDATE

1. The nomination form must be submitted to the Returning Officer so as to reach him/her not later than the time and day specified in the Notification.
2. The nomination form shall be in the prescribed format and shall be dated and signed by the Proposer and Secunder from the same group who are entitled to vote. No person shall be nominated as a candidate for election unless he/she signifies his/her consent on the nomination form. A voter or Candidate shall not propose or second the candidature of more persons than the total number of representatives to be elected in that group.
3. The age limit and other eligibility conditions to contest elections shall be as given in the Rule 03 for conduct of Goa University Campus Students Union elections.
4. The students of Part II, S.Y, T.Y and Ph.D should submit copy of their Identity Card. The students of Part I and First Year F.Y.U.G should submit their fee receipt in case the Identity Card is not issued.
5. The candidates who are contesting the election should be present 15 minutes before the commencement at the venue of voting on the day of the election. If no candidate is present at the time of starting of election, the Election Officers present will seal the ballot box in their absence and no complaint shall be entertained thereafter.
6. A nomination form which does not comply with all the above-mentioned requirements shall be rejected.

1. The post applied for University Group Representative _____
Group a, b, c, d, e, f, g, h, i, j, k, l, m, n, o, p, q, r, s, t, u, v.

2. Name of the Candidate: _____
(in capital letters) Surname Name Middle Name

3. Residential address of the candidate: _____

4. Part _____ Programme _____

Roll No. _____ Tel. No. _____

5. Date of Birth :(in figures and words) _____

6. Name of the Proposer: _____
(in capital letters) Surname Name Middle Name

7. Part _____ Programme _____ Roll No. _____

Signature of the Proposer

8. Name of the Seconder: _____
(in capital letters) Surname Name Middle Name

9. Part _____ Programme _____ Roll No. _____

Date: _____

Signature of the Seconder

DECLARATION OF THE CANDIDATE

I hereby declare that I _____ am aware of the Rules and Regulations governing the Goa University Campus Students Union (GUCSU) Group Representative election (Rule-03), and these are binding on me. I am aware that in the event of my information being found false or incorrect at any stage, my candidature shall be liable to cancellation. I further declare that the information given above is true to the best of my knowledge and consent to my nomination.

Date: _____

Signature of the Candidate

CERTIFICATE

This is to certify that the above candidate is a student of UG/Part-I / Part-II /Ph.D. of

_____ of _____
(Programme) (School)

(The students does not have any backlog in the case of Part-II student) (See Rule 3.11).

The proposer and seconder are also students of the same group and do not have any backlog at the time of filing this form (See Rule 3.12).

(Signature of Programme Director)

Signature of Dean/Vice Dean of the School & Seal of School

REMARKS OF THE OFFICE

The nomination form of Shri/Smt./Kum _____

_____ was received on _____

(day), the _____ (date) at _____ (time).

Signature of the receiver.

SCRUTINY OF THE NOMINATION FORM

1. The Nomination Form is found to be valid.

2. The Nomination Form is invalid due to _____

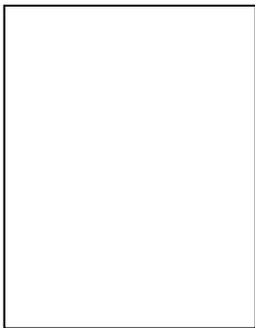
Date: _____

Signature of the Returning Officer

The Nomination Form is withdrawn by the candidate on _____

Signature of the Returning Officer

GOA UNIVERSITY NOMINATION FORM
ELECTION TO GOA UNIVERSITY CAMPUS STUDENTS UNION
PRESIDENT, SECRETARY, SPORTS & CULTURAL SECTARY, LADIES
REPRESENTATIVES AND RESEARCH STUDENT REPRESENTATIVE



INSTRUCTIONS TO THE CANDIDATE

1. The nomination form must be submitted to the Returning Officer so as to reach him/her not later than the time and day specified in the Notification.
2. The nomination form shall be in the prescribed format and shall be dated and signed by the Proposer and Secunder from the same group who are entitled to vote. No person shall be nominated as a candidate for election unless he/she signifies his/her consent on the nomination form. A voter or Candidate shall not propose or second the candidature of more persons than the total number of representatives to be elected in that group.
3. The age limit and other eligibility conditions to contest elections shall be as given in the Rule 03 for conduct of Goa University Campus Students Union elections.
4. The students of Part II, S.Y, T.Y and Ph.D should submit copy of their Identity Card. The students of Part I and First Year F.Y.U.G should submit their fee receipt in case the Identity Card is not issued.
5. The candidates who are contesting the election should be present 15 minutes before the commencement at the venue of voting on the day of the election. If no candidate is present at the time of starting of election, the Election Officers present will seal the ballot box in their absence and no complaint shall be entertained thereafter.
6. A nomination form which does not comply with all the above-mentioned requirements shall be rejected.

1. The post applied for University _____

2. Name of the Candidate: _____
(in capital letters) Surname Name Middle Name

3. Residential address of the candidate: _____

4. Part _____ Programme _____

Roll No. _____ Tel. No. _____

5. Date of Birth :(in figures and words) _____

6. Name of the first Proposer: _____
(in capital letters) Surname Name Middle Name

7. Part _____ Programme _____ Roll No. _____

Signature of the first Proposer

8. Name of the second Proposer: _____
(in capital letters) Surname Name Middle Name

Signature of the second Proposer

9. Seconder(1): _____
(in capital letters) Surname Name Middle Name

10. Part _____ Programme _____ Roll No. _____

Date: _____ Signature of the Seconder(1)

11. Seconder(2): _____
(in capital letters) Surname Name Middle Name

12. Part _____ Programme _____ Roll No. _____

Date: _____ Signature of the Seconder(2)

DECLARATION OF THE CANDIDATE

I hereby declare that I _____ am aware of the Rules and Regulations governing the Goa University Campus Students Union (GUCSU) Group Representative election (Rule-03), and these are binding on me. I am aware that in the event of my information being found false or incorrect at any stage, my candidature shall be liable to cancellation. I further declare that the information given above is true to the best of my knowledge and consent to my nomination.

Date: _____

Signature of the Candidate

CERTIFICATE

This is to certify that the above candidate is a student of UG/Part-I / Part-II /Ph.D. of

_____ of _____

(Programme)

(School)

(The students does not have any backlog in the case of Part-II student) (See Rule 3.11).

The proposer and seconder are also students of the same group and do not have any backlog at the time of filing this form (See Rule 3.12).

(Signature of Programme Director)

Signature of Dean/Vice Dean of the
School & Seal of School

REMARKS OF THE OFFICE

The nomination form of Shri/Smt./Kum _____

_____ was received on _____

(day), the _____ (date) at _____ (time).

Signature of the receiver.

SCRUTINY OF THE NOMINATION FORM

1. *The Nomination Form is found to be valid.*

2. *The Nomination Form is invalid due to _____*

Date: _____

Signature of the Returning Officer

The Nomination Form is withdrawn by the candidate on _____

Signature of the Returning Officer

(Receipt for GUCSU election)

GOA UNIVERSITY
DIRECTORATE OF STUDENTS WELFARE & CULTURAL AFFAIRS

No: _____

Date: _____

This is to acknowledge the receipt of the nomination form of _____

_____ Part _____ School/College

for the post _____ of the election of

GUCSU _____

Time:

RECEIVERS SIGNATURE