



GOA UNIVERSITY

Directorate of Students Welfare and Cultural Affairs (DSW)

FORMATION OF GOA UNIVERSITY STUDENT'S COUNCIL (GUSC) 2023-24

No. GU/DSW/GUSC/Election/2023-24/977

Date:25/09/2023

NOTIFICATION

It is hereby notified, for the information of all concerned, that the Goa University Student's Council for the Academic Year 2023-24, has to be constituted, as per the details set out under amended Schedule SSA-7, as notified, vide Goa University Notifications No. 2/698/2022-Legal(vol.XIII)/694 dated 12/10/2022 and No.2/698/2022-Legal(Vol.XIII)/915 dated 20/12/2022.

The students' Council of Goa University shall consist of one representative, designated, as University Faculty Representative (U.F.R)/ University School Representative (U.S.R), from each Faculty of the Colleges/University School, elected by an Electoral College, consisting of University Class Representatives (U.C.R), of each class of the affiliated College/Institution/ University School, as the case may be (see Annexure II). The Electoral Roll of a Faculty/ School, in a College/Institution/ University, shall consist of all the UCRs of that Faculty/ School, in the College/Institution/ University, who shall elect one amongst themselves, as UFR/ USR, to represent the respective Faculty/ School in the College/Institution/ University, in the University Students' Council. For the purpose of the Statute/Schedule, regulating the formation/functions & procedure of Students' Council the "class" means, a body of students, undergoing a course of instruction, leading to a University Semester Examination, in a Faculty/ School.

The Professional Colleges will elect number of UCRs, corresponding to years of the Courses. In any case, each Professional College will elect only one UFR, as per SSA-7.

Research Students will vote in the discipline/Programme/School to which they belong. Students of BBA, BCA, and such other courses shall vote alongwith the particular faculty which is available in the college.

Further details regarding the procedure for formation of Students Council of Goa University, is available, for necessary information and compliance of all concerned, in the Amended Schedule SSA-7, as referred to above.

Special attention is invited, of contesting candidates, to the provisions of SSA-7(xi) pertaining to the Code of Conduct, which includes, among other requirements, the timely submission of complete and self- certified audited accounts of the election expenditure, bio-data, including the details of his/her Membership of various Associations / Organizations and Undertaking. More specifically, the clause(i), wherein certain provisions of the Indian Penal Code,1860 (Section 153A and Chapter IXA – "Offences Relating to Election"), shall be made applicable to the elections of Goa University Students' Council.

The age limit of the candidate to contest the election shall be as stipulated below:

- a. Under graduate shall have completed 17 years and not more than 22 years of age as on 20th June, 2023 (Should be born on or before 19th June, 2001)
- b. Students of Professional Colleges (Under-Graduate and Post-Graduate) shall have completed 17 years and not more than 26 years of age (Should be born on or before 19th June 1997)

- c. Post Graduate shall not be more than 25 years of age as on 20th June, 2023 (Should be born on or before 19th June, 1998)
- d. Research students shall not be more than 28 years of age as on 20th June, 2023 (Should be born on or before 19th June, 1995)

No student falling in any of the following categories shall be eligible to contest elections or be nominated for any of the elections:

- a. The 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. Who has been admitted to the class from which 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.

The Candidates must be regular, full-time students of the College/University and should not be distance/proximate education student. That is to say that all eligible candidates must be enrolled in a full time course, the course duration being at least one year.

As per the requirement, stipulated under SSA-(xi)(d), the maximum permitted expenditure, per candidate, at each stage of contest, shall be Rs. 6000/- (Rupees Six Thousand Only).

The election shall be conducted, strictly as per the **following Schedule**, by utilizing the prescribed Forms/Nomination forms, and as per the procedure laid down in this notification. The relevant Schedule SSA-7, along with the prescribed forms, from 'A' to 'G' is being forwarded, to the respective College/recognized Institutions/ Schools, with the Notification, and is also displayed on the Goa University website(www.unigoa.ac.in). The Principals of the Affiliated Colleges/ Deans from recognized Institutions/ Schools, are required, to make suitable, arrangements, for notifying the same and to conduct the elections, as per the notified time and schedule, in their respective Institutions, and to communicate the results, accordingly.

ELECTION TO ELECT UNIVERSITY CLASS REPRESENTATIVES (U.C.R)

- Last date to receive Nomination forms : 30th September, 2023 upto 01:00 pm**
- Scrutiny of Nomination forms : 03rd October, 2023 from 11:30 am to 01:00 pm.**
- Withdrawal of Candidature : 04th October, 2023 upto 01:00 pm.**
- Display of Final List : 04th October, 2023 by 05:00 pm.**
- Date of Election : 09th October, 2023 from 12:00 noon to 01:00 pm.**

Counting of Votes & declaration of results: Immediately upon Records of Votes on 09th October, 2023.

Venue of Election and Counting of votes

In case of Colleges – As earmarked, by the respective Principals.

For University – Respective University Schools/Directorate Office, 'D' Block.

**ELECTION TO ELECT UNIVERSITY FACULTY REPRESENTATIVES (U.F.R)/
UNIVERSITY SCHOOL REPRESENTATIVE (U.S.R)**

Last date to receive Nomination forms	: 13th October, 2023 upto 01:00 pm
Scrutiny of Nomination forms	: 16th October, 2023 from 11:30 am to 01:00 pm.
Withdrawal of Candidature	: 17th October, 2023 upto 01:00 pm.
Display of Final List	: 17th October, 2023 by 05:00 pm.
Date of Election	: 19th October, 2023 from 12:00 noon to 01:00 pm.
Counting of Votes & declaration of results: Immediately upon Records of Votes on 19th October, 2023.	

Colleges to submit list of elected UFRs on or before 20th October 2023 by 04:00 pm to the Office of Directorate of Students Welfare and Cultural Affairs (DSW), Block D, Goa University or through email at guscsw@gmail.com.

Venue of Election and Counting of votes

In case of Colleges – As earmarked, by the respective Principals.
For University – ‘D’ Block, Directors Office

**ELECTION TO ELECT THE EXECUTIVE COMMITTEE OF THE GOA
UNIVERSITY STUDENT’S COUNCIL**

Last date to receive Nomination forms	: 30th October, 2023 upto 01:00pm
Scrutiny of Nomination forms	: 31st October, 2023 from 11:30 am to 01:00 pm.
Withdrawal of Candidature	: 01st November, 2023 upto 01:00 pm.
Display of Final List	: 01st November, 2023 by 05:00 pm.
Date of Election	: 03rd November, 2023 from 10:30 am to 12:30 p.m.
Counting of Votes & declaration of results: Immediately upon Records of Votes on 03rd November, 2023 at ‘E’ Block, Auditorium, School of Chemical Sciences.	

The Nomination form along with the mandatory Enclosures, as per the requirement for contesting election to the Executive Committee of Goa University Students’ Council, shall be submitted, to the Office of the Director of Students’ Welfare, during office hours, at DSW office, situated at Directorate building, Block – D, Goa University, as above.

As per SSA-7(ix)(a), the Principals of the Colleges/Heads of the Institutions/Director of Students’ Welfare, or their Nominees, shall prepare separate lists of voters, for each “class” and the same, shall be notified and displayed, on the Notice Board. The cut-off date for the Eligible Voters Roll, shall be all those students, enrolled and admitted, upto **21/08/2023**.

For the purpose of Election of UCRs and UFRs/ USRs, the respective Principals of the Colleges/Head of the Institutions/Director of Students’ Welfare, or his/her Nominees, shall be the Returning Officer. Similarly, as per SSA-7 (iv) (1), the Names of the UCRs/UFRs, duly elected, shall be communicated, by the Principals/Head of the Institution, latest by 10/08/2023 by 01:00 p.m., either by **E-mail: guscsw@unigoa.ac.in**, or by **Hand Delivery**, to the **Office of the Director of Students’ Welfare, Directorate Building, Block -D, Goa University, in Forms ‘F’ and ‘G’, respectively. Forms submitted elsewhere on the University Campus shall not be considered.**

- 1 Each Principal of affiliated college/ Director of Student Welfare as the case may be shall receive the nomination form or other correspondence by email guscsw@unigoa.ac.in or as a hard copy.
- 2 Each Principal of affiliated college/ Director of Student welfare shall receive election related correspondence as per given time schedule in this notification only at one designated place e.g. Office of concerned college or Office of DSW on the University campus as the case may be.
- 3 Any correspondence received by email within the notified date and time shall be accepted for processing further as per relevant rules/statutes.

Following Schedule for submission of related Documents shall be compiled with, by all concerned.

- 1 Complete and Self – Certified Audited Accounts of the Election Expenditure, incurred by candidates, to be submitted, to the Director Students' Welfare Office, as per the following Schedule.
 - a. For U.C.R.s also elected as UFRs/ USRs: by/before 26th October, 2023
 - b. For Executive Committee: by/before 10th November, 2023.
1. Bio-data of the Candidate, including details of his/her Membership of various Associations/Organizations to be submitted to the concerned Election Officers by the contesting candidates, along with the appropriate Nomination Form.

The details of this Notification are also available on Goa University website along with relevant Ordinances. The students can also obtain all the information pertaining to GUSC elections, maintained, on the DSW web page at Goa University website (www.unigoa.ac.in)



Director

Directorate of Students Welfare (DSW)
Directorate Building, Block-D, Goa University

To

- 1 All the Deans of the University Schools.
- 2 P.S to V.C
- 3 AR to R

FORM-A No.

Form of Nomination Paper

ELECTION OF THE UNIVERSITY CLASS REPRESENTATIVE

Name of the College/Institution: _____

1. The post applied for : University Class Representative of _____

Class _____ College _____ Faculty/School _____

2. Name of the Candidate : _____

(in capital letters) Surname Name Father's name/ middle Name

3. Residential Address of the candidate: _____

4. Class _____ Department/School _____ Roll No. _____ Tel.No. _____

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

6. Academic Record of the Previous Year: _____

a) The College/HSS/Dept. last attended: _____

b) The class in which studied _____

c) Result of the last examination: Passed/Failed/A.T.K.T. _____

7. Name of the Proposer : _____

(in capital letters) Surname Name Father's name/ middle Name

8. Class _____ Department/School _____ Roll No. _____

Signature of the Proposer

9. Name of the Seconder : _____

(in capital letters) Surname Name Father's name/ middle Name

10. Class _____ Department/School _____ Roll No. _____

Date: _____

Signature of the Seconder

DECLARATION OF THE CANDIDATE

I hereby declare that I have read the statutes and code of conduct governing the election of the University Class Representatives and these are binding on me. I further declare that the information given above is true to the best of my knowledge and belief. I further declare that I consent to my nomination.

Date: _____

Signature of the Candidate

INSTRUCTIONS TO THE CANDIDATE

1. The nomination paper must be submitted to the Returning Officer so as to reach him/her not later than the time and day notified for the receipt of nomination.
2. Nomination papers shall be in the prescribed form, and shall be dated and signed by any two members entitled to vote. No person shall be nominated as a candidate for election unless she/he signifies his/her consent on the nomination paper. A nomination paper which does not comply with all the requirements shall be rejected.

REMARKS OF THE OFFICE

The nomination paper of Shri/Smt./Kum/ _____
_____ was received on _____
(day), the _____ (date) at _____ (time).

Signature of the receiver.

SCRUTINY OF THE NOMINATION PAPER

1. The Nomination Paper is found to be valid.
2. The Nomination paper is invalid due to _____
3. The Nomination paper is withdrawn by the candidate on _____

(Strike out what is not applicable)

Date: _____

Signature of the Returning Officer

FORM-B

FORM OF NOMINATION PAPER FOR UNIVERSITY FACULTY/SCHOOL REPRESENTATIVE

Name of the College/Institution/Faculty/School: _____

(To be used when the number of members on the Electoral College is three or less than three)

To

The Returning Officer,

Sir/Madam,

I wish to contest the election of the College/Institution/Faculty/School Representative on the Students' Council of the University.

My particulars are as under:

1. Name In full : _____
(in capital letters) Surname Name Father's name/ middle Name

2. Class: _____

3. Roll No. & Division: _____

4. Date of Birth: _____

5. Residential Address: _____

6. Telephone No.: _____

Place: _____

Date: _____

Signature of the Candidate.

DECLARATION OF THE CANDIDATE

I hereby declare that I have read the statutes and code of conduct for the election of the University Faculty/School Representative and these are binding on me. I further declare that the information given above is true to the best of my knowledge and belief. I further declare that I consent to my nomination.

Date: _____

Signature of the Candidate

INSTRUCTIONS TO THE CANDIDATE

1. *The nomination paper must be submitted to the Returning Officer so as to reach him/her not later than the time and day notified for the receipt of nomination.*

2. *Nomination papers shall be in the prescribed form, and shall be dated and signed by any two members entitled to vote. No person shall be nominated as a candidate for election unless he/she signifies his/her consent on the nomination paper. A nomination paper which does not comply with all the requirements shall be rejected.*

REMARKS OF THE OFFICE

The nomination paper of Shri/Smt./Kum/ _____

_____ was received on _____

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

Signature of the receiver.

SCRUTINY OF THE NOMINATION PAPER

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

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

3. *The Nomination paper is withdrawn by the candidate on _____*

(Strike out what is not applicable)

Date: _____

Signature of the Returning Officer

FORM-C

FORM OF NOMINATION PAPER FOR FACULTY/SCHOOL REPRESENTATIVE

Name of the College/Institution/Faculty/School: _____

Election of the Faculty/School Representative by the Electoral College

(To be used when the number of members on the Electoral College is more than three)

Name of the Authority of Office for which the candidate is nominated: _____

Name of the Electoral College/Faculty/School: _____

Name of the Candidate:

(in capital letters) Surname Name Father's name/ middle Name

Class, Division & Roll No. _____

Tel. No.: _____

Date of Birth _____

Candidate's Residential address: _____

Name of the Proposer: (in full): Shri/Smt./Kum _____

Class, Division & Roll No. _____

Proposer's Residential address: _____

Proposer's Signature: _____

Name of the Seconder: (in full): _____

Class, Division & Roll No. _____

Seconder's Residential address: _____

Seconder's Signature: _____

DECLARATION OF THE CANDIDATE

I hereby declare that I have read the statutes and code of conduct Governing the election of the University Faculty/School Representatives and these are binding on me. I further declare that the information given above is true to the best of my knowledge and belief. I further declare that I consent to my nomination.

Date: _____

Signature of the Candidate

N.B.:

1. The nomination paper must be forwarded to the Principal/Head of the Institution /the Director of Students' Welfare or to the Election Officer appointed for the purpose so as to reach him/her not later than the day notified for the receipt of nomination in respect of nomination in respect of any particular election.
2. Nomination papers shall be in the prescribed form, and shall be dated and signed by two electors or by two members of the bodies entitled to vote and where possible shall contain the name in full, address and other details of the two signatories and the candidate nominated. No person shall be nominated unless he/she signifies his/her consent of the nomination paper. It is also not open to an elector to either propose or second his/her own candidature. A nomination paper which does not comply with all the requirements as mentioned above shall be rejected.
3. If the total strength of the electoral College is three or less than three in a College/Institution, the nomination paper shall be valid if it is duly signed by the candidate. (In such cases the requirement that the candidature should be duly proposed and seconded by the two signatories who should be the members of the electoral college will not be insisted upon). In such a case Form 'B' of the nomination paper may be used.

REMARKS OF THE OFFICE

The nomination paper of Shri/Smt./Kum/ _____
_____ was received on _____
(day), the _____ (date) at _____ time).

Signature of the receiver.

SCRUTINY OF THE NOMINATION PAPER

1. The Nomination Paper is found to be valid.
2. The Nomination paper is invalid due to _____

3. The Nomination paper is withdrawn by the candidate on _____

(Strike out what is not applicable)

Date: _____

Signature of the Returning Officer

FORM-D

Form of Nomination Paper

ELECTION OF THE EXECUTIVE COMMITTEE OF THE GOA UNIVERSITY STUDENTS' COUNCIL (GUSC)

1. The post applied for: Chairman/Secretary/Member/Lady Member. (Strike out which is not applicable).

2. Name of the Candidate : _____

Surname Name Father's name/ middle Name

3. Class _____ Division: (Part) _____

4. Name of the Institution/School: _____

5. Date of Birth : _____

(in figures and words) : _____

6. Residential Address of the candidate: _____

7. Telephone No.: _____

8. Name of the Proposer: _____

(In capital letters) Surname Name Father's name/ middle Name

9. Class _____ Division: (Part) _____

10. Name of the Institution/School: _____

Date: _____

Signature of the Proposer

11. Name of the Secunder : _____

(in capital letters) Surname Name Father's name/ middle Name

12. Class _____ Division (Part) _____

13. Name of the Institution/School: _____

Date: _____

Signature of the Secunder

DECLARATION OF THE CANDIDATE

I hereby declare that I _____ am aware of the norms governing the election of the Executive Committee of the Students' Council and these are binding on me. I further declare that the information given above is true to the best of my knowledge and belief, I further declare that I consent to my nomination.

Date: _____

Signature of the Candidate

INSTRUCTIONS TO THE CANDIDATE

1. The nomination paper must be submitted to the Returning Officer so as to reach him/ her not later than the time and day notified for the receipt of nomination.
2. A Voter/ UFR/USR shall not propose or second the candidature of more contestants than the number of posts to be filled.
3. Nomination papers shall be in the prescribed form, and shall be dated and signed by any two members entitled to vote. No person shall be nominated as a candidate for election unless he/ she signifies his/ her consent on the nomination paper. A nomination paper which does not comply with all the requirements shall be rejected.

REMARKS OF THE OFFICE

The nomination paper of Shri/Smt./Kum/ _____
_____ was received on _____
(day), the _____ (date) at _____ (time).

Signature of the receiver.

SCRUTINY OF THE NOMINATION PAPER

1. The Nomination Paper is found to be valid.
2. The Nomination paper is invalid due to _____

3. The Nomination paper is withdrawn by the candidate on _____
(Strike out what is not applicable)

Date: _____

Signature of the Returning Officer

FORM 'E' (BALLOT PAPER)

NAME OF THE INSTITUTION: _____

FACULTY/SCHOOL OF : _____

ELECTION FOR THE POST OF UNIVERSITY CLASS REPRESENTATIVE/UNIVERSITY FACULTY/SCHOOL REPRESENTATIVE

NAME	(X) CROSS

SEAL



FORM 'F'

**FORM OF COMMUNICATION OF RESULT OF ELECTION OF UNIVERSITY FACULTY/
SCHOOL REPRESENTATIVE TO STUDENTS' COUNCIL**

(To be communicated WITHIN TWO DAYS from the date of election)

To

The Director,
Directorate of Students' Welfare
& Cultural Affairs,
Goa University,
Taleigao Plateau, Goa.

Sir,

This is to inform you that Shri/Miss _____

a bonafide student of this College/Class was elected to the Students' Council of the University at the election held on _____ by the Electoral College of this Institution.

Information in respect of his/her age, residential address etc. is given below.

NAME IN FULL : _____

(in capital letters) Surname Name Father's name/ middle Name

DATE OF BIRTH: _____ In Words): _____

RESIDENTIAL ADDRESS: _____

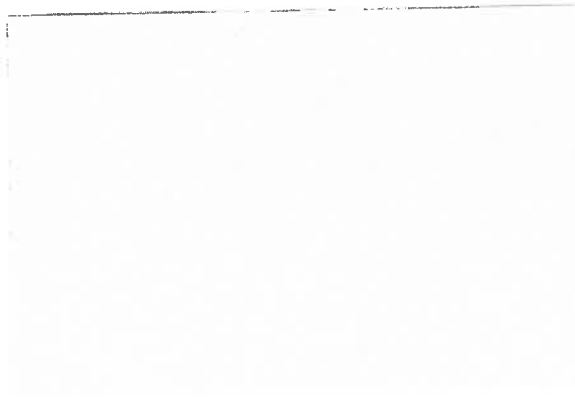
TELEPHONE No.: _____

I certify that the election to the Students' Council was held in accordance with the rules and procedures laid down in the Goa University Statutes, SA-23.

Specimen signature of the elected
candidate to be taken in the presence
of the Principal of the Institution.

Signature of the Head of the Institution

SEAL



FORM 'G'

FORM OF COMMUNICATION OF RESULT OF ELECTION OF UNIVERSITY CLASS REPRESENTATIVE

(To be communicated WITHIN TWO DAYS from the date of election of University Faculty/School Representative)

NAME OF THE INSTITUTION: _____

FACULTY/SCHOOL : _____

DATE OF HOLDING THE ELECTION: _____

Name of the Elected Class Representative & address	Class Particulars of the outstanding achievements in Sports/NSS/NCC Cultural activities (necessary Certificates to be attached	Whether belonging to SC/ST/OBC
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I certify that the election of the University Class Representative was held in accordance with the rules and procedure laid down in Goa University Statutes, SA.23.

Date: _____

Signature of the Head of the Institution

SEAL



Annexure- II (For University Schools)

Sr. No.	Programme Name	No. of UCR	No. of UFR
a	Shenoi Goembab School of Languages & Literature		
1	Bachelor of Arts In French	3	1
2	Bachelor of Arts in Portuguese	3	
3	Master of Arts in French	2	
4	Master of Arts in Portuguese	2	
5	Master of Arts in English	2	
6	Master of Arts in Hindi	2	
7	Master of Arts in Konkani	2	
8	Master of Arts in Marathi	2	
b	D.D. Kosambi School of Social Sciences and Behavioural Studies		
1	Master of Arts in History	2	1
2	Master of Arts in Political Science	2	
3	Master of Arts in Sociology	2	
4	Master of Library and Information Science	2	
c	School of Physical and Applied Sciences		
1	Bachelor of Vocation (Electronics & Instrumentation)	2	1
2	Master of Science in Electronics	2	
3	Master of Science in Mathematics	2	
4	Master of Science in Physics	2	
d	Goa Business School		
1	Integrated Master of Business Administration (Hospitality, Travel and Tourism)	5	1
2	M.Sc. Integrated	3	
3	Master of Arts in Economics	2	
4	Master of Commerce	2	
5	Master of Computer Applications	2	
6	M.Sc. Data Science	1	
7	M.Sc. Artificial Intelligence	1	
8	Master of Business Administration	2	
9	Master of Business Administration in Financial Services	2	
e	School of International and Area Studies		
1	Master of Arts in International Studies	2	1

f	School of Sanskrit, Philosophy and Indic Studies		
1	Master of Arts in Philosophy	2	1
g	Manohar Parrikar School of Law, Governance & Public Policy		
1	Master of Arts in Women's Studies	2	1
2	Master of Law	1	
3	Master of Arts in Public Administrative	1	
4	Master of Social Work	2	
h	School of Chemical Sciences		
1	Master of Science in Chemistry	1 + 4	1
2	Master of Science in Biochemistry	2	
i	School of Biological Sciences & Biotechnology		
1	Master of Science in Microbiology	2	1
2	Master of Science in Zoology	2	
3	Master of Science in Botany	2	
4	Master of Science in Biotechnology	2	
5	Master of Science in Marine Biotechnology	2	
6	Post Graduate Diploma in Clinical Genetics and Medical Laboratory Techniques	1	
j	School of Earth, Ocean & Atmospheric Sciences		
1	Master of Science in Marine Microbiology	2	1
2	Master of Science in Marine Science	2	
3	Master of Science in Applied Geology	2	
4	Master of Science/ Arts in Environmental Science	1 + 2	