



श्री वेङ्कटेश्वर महाविद्यालय
Sri Venkateswara College
(दिल्ली विश्वविद्यालय)
University of Delhi



प्रोफेसर वज्जला रवि
प्राचार्य

Prof Vajala Ravi
Principal

Ref No : SVC/Acs/2025/11668/P/

9th September, 2025

Check List

Submission of papers at the time of submission of Nomination Form

- | | | |
|--|---|--|
| 1. Nomination Form | - | Duly completed in all the aspects |
| 2. Candidate Identity Card | - | Self Attested |
| 3. Candidate's Aadhaar Card/Government issued Identity Card | - | Self Attested |
| 4. Candidate's Marks-sheet(s) | - | Self Attested and Mention CGPA----- |
| 5. Candidate's Attendance record (Previous two semesters) | - | Self Attested |
| 6. Proposer-1 (College Identity Card+ Fee Receipt) | - | Self Attested |
| 7. Seconded By (College Identity Card+ Fee Receipt) | - | Self Attested |
| 8. Two Photographs | - | Attach two passport size photographs |
| 9. Undertaking | - | Signature of Candidate |
| 10. Surety Bond + Affidavit | - | Surety Bond on Rs. 100/- on Non-Judicial Stamp Paper along with the Affidavit on a Stamp Paper of Rs 10/-. |
| 11. Indemnity Bond by way of Affidavit and Anti-Defacement of College Property Affidavit | - | Affidavit on Rs. 100 Stamp Paper duly attested and notarized along with the Anti-Defacement of College Property Affidavit on a Stamp Paper of Rs 10/-. |

Note:- Please note that Surety Bond and Affidavit along with the Indemnity Bond by way of Affidavit and Anti-Defacement of College Property Affidavit **as indicated above at serial number 10 and 11 respectively shall be submitted to the Returning Officer by the candidate on 11th September, 2025 till 11:30 AM** positively.

Prof Om Prakash
Returning Officer
Sri Venkateswara College Students' Union

Prof Vajala Ravi
Principal
Election Officer

PRINCIPAL
Sri Venkateswara College
(University of Delhi)
Dhaura Kuan, New Delhi-110021



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SVCSU/DUSU Elections (2025-2026)
CHECK LIST REGARDING VERIFICATION OF NOMINATION PAPER

1. The students with one year standing in the College shall be eligible to contest election for the Post of President and Secretary of the Sri Venkateswara College Students Union.
2. It is pertinent to mention here that all the office-bearers of the Union will be directly elected by and from amongst the members of the Union by a simple majority vote in accordance with the university constitution and the rules framed thereunder; provided that the Vice-President and the Joint-Secretary will be elected by the members of the Union from among such of the members of the Union as will not be taking a final year examination of the University during the year in which they seek election of the office of the Vice-President or Joint-Secretary. In other words, Final year students are not eligible to contest for the post of Vice-President and Joint-Secretary, as per norms. Further, in pursuance of the university notification No. CEO/DUSU/Elec/2024 dated 18th September, 2024, this is to inform to all concerned that aspiring candidates, as per the NEP, the 3rd year students will not be considered as final year students. Therefore, they are eligible to contest for the post of Vice-President and Joint-Secretary, SVCSU & DUSU elections to be held as per announced schedule.
3. The Nomination should be filed only on the prescribed Form. Nomination filed on any other Form shall be considered Invalid. The Nomination Paper should be filled in, signed and certified in all respect. No column should be left blank. It must be submitted within the stipulated period. Incomplete Form will be rejected.
4. The contestants should not have failed in the preceding academic year and/or re-admitted in the current year as per university rules.
5. Under-Graduate Students between the ages of 17 and 23 as on 16th August of that academic year may contest elections. For Post-Graduate Students the maximum age limit to legitimately contest an election would be 25 years as on 16th August of the year of the elections.
6. The candidate should have attained the minimum percentage of attendance as prescribed by the University of 75% attendance in Theory (including Sports/ECA Attendance, whichever applicable) in the preceding year. This shall not be applicable for FIRST YEAR students. The candidate shall have one opportunity to contest for the post of Office-Bearer, and two opportunities to contest for the post of an Executive Member.

Prof Om Prakash
Returning Officer
Sri Venkateswara College Students' Union

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7. The candidate must be a regular, full-time student of the college/university and should not be a distance/proximate education student. Those studying only Foreign Language Courses or Diploma or Certificate Courses of the College/University shall not be the members of the Union. That is to say that all eligible candidates must be enrolled in a full time course, the course duration being at least one year.
8. No student shall be eligible to contest and/or hold a post of Office-Bearer for more than one academic year and in case of Central Councillors of DUSU, this period is restricted to two years. Further, no candidate is allowed to contest for more than one post.
9. Candidates contesting for any post in the Sri Venkateswara College Students Union Elections, are not allowed to propose or second the name of any other candidate for the same post.
10. No Candidate is allowed to propose or second his/her own candidature for any post. No Student/Candidate is allowed to propose or second the names of more than one candidate for the same post.
11. Only those students who pay their fees by 9th September, 2025 are eligible to file Nominations for the DUSU as well as Sri Venkateswara College Students Union Elections to be held on 18th September, 2025, as per schedule. Further, this is also to inform that the students who got admission in the college and paid the fee till 16th September, 2025 (05:00 PM) would be a valid voter to cast the vote in SVCSU & DUSU Elections 2025-26.
12. Every candidate is required to furnish an affidavits (in the prescribed formats of the College and University of Delhi to the effect that they do not have any previous criminal record and have not been subjected to any disciplinary action by the College/University on or before 11th September, 2025 till 11:30 AM. The candidate(s) shall not have a previous criminal record, that is to say they should not have been tried and/or convicted of any criminal offence or misdemeanor. The candidate shall also not have been subject to any disciplinary action by the College/University authorities.
13. The Candidate, the Proposer and the Seconder must also submit the respective self-attested photocopies of their fee receipts and Aadhaar Card/any Identity Card issued by the Government Agency for the year 2025-2026. A copy of self-certified marks-sheet of XII Class/I Year/II Year should also be enclosed.
14. Please ensure that the candidate has attached all necessary documents along with the Nomination Paper like Admission Fee Payment Receipt, Statement of Marks (Class XII and I/II Year Undergraduate/Postgraduate course, whichever applicable) on 10th September, 2025 till 3:00 PM and Affidavits (as prescribed by the college and university) duly signed and completed in all the aspects on 11th September, 2025 till 11:30 AM positively.


 Prof Om Prakash
 Returning Officer
 Sri Venkateswara College Students' Union


 Prof Vajala Ravi
 Principal
 Election Officer

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 Sri Venkateswara College
 (University of Delhi)
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