

**Appendix-A**  
**APJ Abdul Kalam Technological University**  
**Nomination Form for College Union Election**  
**(Read University Election Manual and College Election Notification before filling in)**

<b>Name of the College/ Institution</b>	
<b>Name of the Post to which candidate is contesting</b> (As Given in the College Election Notification)	
<b>Whether the candidate has contested College Union elections previously</b>	
<b>If so, give details (post(s) to which contested, year(s))</b>	

**Part I: Nomination of the Candidate by the Proposer:**

I, ----- [Name of Proposer], do  
 hereby nominate the following person as a candidate for election to the post of-----  
 ----- [Name of the Post] of the College Union:

<b>Candidate Details</b>	
1	Name of the Candidate: (In block letters)
2	KTU ID:  (For first – year or S3 Lateral Entry students, provide the Admission Number if the KTUID is not available.)
3	Programme/Branch: Semester:
4	Age: Date of Birth:
<b>Proposer Details</b>	
1	Signature of the proposer with date:

2	KTU ID: (For first-year or S3 Lateral Entry students, provide the Admission Number if the KTUID is not available.)	
3	Programme/Branch:	Semester:
4	Age:	Date of Birth:

## Part II: Seconding of the Candidate by the Seconder:

I do hereby second the nomination of the candidate proposed above:

1	Signature of the Seconder with date:	
2	KTU ID: (For first-year or S3 Lateral Entry students, provide the Admission Number if the KTUID is not available.)	
3	Programme/Branch:	Semester:
4	Age:	Date of Birth:

## Part III – Consent and Declaration of the Candidate

I. I,-----[Name of Candidate],

hereby consent to my nomination as a candidate for the post of.....

.....

[Name of the Post] in the College Union election. If elected, I agree to serve on the College Union.

II. I hereby declare that:

- (1) I am a student of the \_\_\_\_\_programme, and my name exists in the Electoral Roll.
- (2) I have no academic arrears as of the date of this nomination. I have passed all the examinations for which results have been declared, and I have not been absent from any examinations whose results are pending.
- (3) I have not been subjected to any disciplinary actions by the College/University.

- (4) My age is \_\_\_\_\_ as on the election notification date and my date of birth is \_\_\_\_\_. I confirm that I am within the age limit prescribed for contesting the election.
- (5) I will adhere to the code of conduct for candidates during the election.
- (6) I have not been tried or convicted of any criminal offence or misdemeanor.

I further declare that all the statements made above are true and correct to the best of my knowledge and belief.

1	Signature of the candidate with date:	
2	KTU ID: (For first-year or S3 Lateral Entry students, provide the Admission Number if the KTUID is not available.)	
3	Programme/Branch:	Semester
4	Age:	Date of Birth:
5	Mobile No:	E-mail Id:

#### **Part IV – Verification Report by the concerned Senior Faculty Advisor and Head of the Department**

The declarations made by the candidate at **Part III**-Sl. Nos. II – 1,2,3&4 above have been verified with the records and found **correct/incorrect** (Strike off as applicable, furnish details if any of the statements is incorrect).

<b>Senior Faculty Advisor/Faculty Advisor</b>	<b>Head of the Department/Staff in charge</b>
Verified: Yes/No	Verified: Yes/No
Signature:	Signature:
Name:	Name
Date:	Date:
Comments(if any):	Comments(if any):

.....

**Part V: Decision of the Returning Officer**

After reviewing the nomination and verification reports, the decision of the Returning Officer is as follows:

**Decision: ~~Approved/Rejected~~** (Strike off as applicable)

Comments (if any):

Signature of Returning Officer:

Name of Returning Officer:

Date:

## **NOTE**

1. Posts of Chairperson, Vice Chairperson, General Secretary, Magazine Editor, Arts Club Secretary are Office Bearer posts. These posts and other posts in the College Union are Executive Committee member posts.
2. Student can contest,-
  - a. To the post of Office Bearer exclusively once and post of Executive Committee member other than to the post of Office Bearers exclusively once. i.e. during the programme duration, total 2 contests.
  - b. To the post of Executive Committee member exclusively, other than to the post of Office Bearers twice during the programme duration i.e. total 2 contests.
3. Students facing or who have faced disciplinary actions shall not be entitled to participate in the elections as a candidate, proposer or seconder. What amounts to disciplinary action shall be informed separately.
4. Part time students shall not be entitled to participate in the elections as a candidate, proposer or seconder.
5. Student can contest as a candidate to only 1 post at a time in a College Union Election.

**\*\* Existing Appendix-A substituted with new Appendix-A vide U.O.No.2998/2024/KTU dated 31.10.2024**

### **ACKNOWLEDGMENT**

Name of the College .....

Election to (here mention the vacancy to which election is being conducted)  
.....

Received the nomination paper of .....

**Returning Officer**  
**Date & Seal**

**College Seal**