



**ELECTION OFFICE, SIKKIM UNIVERSITY, GANGTOK**  
**SIKKIM UNIVERSITY STUDENTS' ASSOCIATION ELECTIONS 2025-26**  
**GENERAL GUIDELINES**

1. The Chief Election Officer shall issue a **Notification of SUSA Elections with complete schedule, code of conduct, general guidelines, the forms, date and time and venue for filing and withdrawal of nominations, scrutiny of nominations, date and time for election debate and holding the elections, etc.**
2. Chief Election Officer will make appropriate arrangements for smooth conduct of elections and counting of votes for the nine Executive Members of the Sikkim University Students' Association and also announce the results.
3. The entire process of election of the Executive Committee of the SUSA, commencing from the date of filing of nomination for candidature to the date of declaration of results, including the period for campaigning should not exceed **10 (TEN) days**.
4. Elections will be held by Secret Ballot and every bona-fide student of the University shall vote directly for the candidates with parity value of **1 (ONE) student 1 (ONE) vote**. Each voter will be able to cast only one vote for one post. In case the voter is not interested to vote for any candidate to a particular post, she/he can opt 'NOTA' (**N**one **O**f **T**he **A**bove).
5. All students having their names in electoral rolls and report for polling during the notified time are allowed to cast their votes after verification of his/her **University Identity Card**. In special cases, where the students have not yet received the University ID card, they may be allowed to vote by showing any of the following: **Aadhar card/Voter's ID/Passport/Ration card/PAN card/Driving license** along with a **Bonafide certificate from the concerned HoD**.
6. Electronic devices are strictly prohibited inside the polling station.
7. A candidate shall be eligible to contest for **only 1 (ONE) post** of the **Executive Committee** in an academic year. The changeover of the contestants from one post to another will not be allowed in any case.

8. Any individual once elected to the **Executive Committee** shall be barred to contest **in the subsequent elections during her/his tenure of study in the University.**
9. The Election Petition, if any, may be addressed to **the Grievances Redressal Cell/Patron of the SUSA** by a candidate or candidates within **48 hours** after the declaration of results
10. The candidate must be a **regular student of the University and enrolled in a full-time course.**
11. The students pursuing Under Graduate courses of study in the University between the age of **17 (SEVENTEEN)** and **22 (TWENTY-TWO)** may contest elections.
12. For the students pursuing Post Graduate courses of study, the age limit to legitimately contest the elections would be maximum **25 (TWENTY-FIVE)** years.
13. For the students pursuing M.Phil and Ph.D. courses of study in the University, the maximum age limit to legitimately contest an election would be maximum **28 (TWENTY-EIGHT)** years.
14. The date of scrutiny of nomination papers will be the **cut off date for calculating the age of contesting candidates.**
15. The candidate shall not have a **previous criminal record, and not tried and/or convicted of any criminal offences or misdemeanor.**
16. The candidate shall also **not have been subject to any disciplinary action by the University.**
17. The candidate should have attained **the minimum percentage of attendance as prescribed by the SUSA constitution.**
18. The candidate should in **no event have any academic arrears in the year of contesting election as prescribed by the SUSA constitution.**
19. The **proposer and seconder of nominations should fulfil the attendance requirement and they should not have academic arrears.**
20. **No person, who is not a full-time student on the rolls of the University,**

**shall be permitted to take part in the process of election in any capacity.**

21. Any person or candidate violating this guidelines shall be subject to disciplinary action, in addition, to the cancellation of candidature.
22. Candidates are strictly barred from utilizing funds from any sources other than voluntary contributions from the students.
23. The maximum allowed expenditure per candidate for election shall be **Rs. 5,000/- (RUPEES FIVE THOUSAND) only**. The **candidature/election of the candidate will be nullified in the event of non-compliance**.
24. Each candidate shall, **within 2 (TWO) weeks of the declaration of the result, submit complete and audited accounts to the University**.

**IMPORTANT:** All, who are part of SUSA elections need to strictly follow these **guidelines** and **strictly adhere to ARTICLE XII of SUSA Constitution**. Any violation may make the candidate liable to be stripped of her/his candidature or from the elected post. The University may also take appropriate disciplinary action against such a violator.