

27/11/26

Maulana Azad National Institute of Technology, Bhopal
मौलाना आजाद राष्ट्रीय प्रौद्योगिकी संस्थान, भोपाल (म. प्र.)
संकायाध्यक्ष (छात्र कल्याण) / Office of Dean (SW)

Dean (SW)/26/10825

Date: 24/07/2026

NOTICE

Constitution of Student Council of AY 2026-27

For the constitution of the Student Council for the Academic Year 2026–27, the following documents are enclosed for ready reference:

1. Timeline for the selection process.
2. List of Faculty In-Charge(s) for the selection process.
3. Guidelines for the constitution of the Student Council.
4. All proformas.

A briefing session for all Faculty In-Charge(s) is scheduled to be held on **27/07/2026 at 04:00 PM** in the **MME Auditorium**. All HODs are requested to kindly ensure that the CR selection process is conducted through the designated Faculty In-Charge(s) strictly in accordance with the prescribed guidelines and timeline. All Faculty In-Charge(s) will submit the following documents to the **Office of the Dean (Student Welfare) / MME Auditorium** immediately after the completion of the Class Representative (CR) selection process, on **04/08/2026 at 11:00 AM**:

1. Attendance sheet (Roll List duly signed by the students)
2. Filled student slips (in the prescribed format provided overleaf)
3. Nomination forms along with all required enclosures (including those of the selected candidates)
4. Merit List / Merit Certificate issued to the candidates


डॉ. आर. एस. यादव
Dean (SW)

Copy to:

1. All HoDs/ HoCs
2. All Deans/ Asso. Deans/ All FIs
3. Chairman CoW/Proctor/Chairman ARC
4. Registrar
5. Website l/c for uploading on the Institute website.
6. PA to the Director for the kind information of the Director.

Maulana Azad National Institute of Technology, Bhopal

मौलाना आजाद राष्ट्रीय प्रौद्योगिकी संस्थान, भोपाल (म. प्र.)

संकायाध्यक्ष (छात्र कल्याण) / Office of Dean (SW)

Dean (SW)/26/ 10826

Date: 24/07/2026

TIMELINE FOR THE CONSTITUTION OF STUDENT COUNCIL छात्र परिषद गठन की समय सीमा (AY 2026-27)

S. No.	Activity	Coordinator	Date/Due Date
1	Announcement of student council guidelines and distribution of Proforma I (in respective classrooms)	Faculty in-charge(s)	28.07.2026 (1 st period)
2	Selection of CRs (from respective classrooms)		04.08.2026 (1 st period)
3	Submission of merit list along with documents to the Office of Dean (SW)		04.08.2026
4	To obtain the willingness, presentation by candidates (for the post of PVP/GS/JS/T) and Selection of Office Bearers	Dean (SW) & Committee	04.08.2026 11 am onwards (MME Auditorium)
5	Declaration of Student Council with the approval of the Director	Dean (SW)	By 07.08.2026
Committee for the Conduct of the Selection Process 1. Dean (SW) 2. Associate Deans (SW) 3. Chairman CoW 4. Chief Warden (Boys & Girls) 5. FIs (Technical) 6. FIs (Cultural) 7. FI (Sports) Observers 1. Chairman ARC 2. Proctor			

डॉ. आर. एन. शर्मा
Dean (SW)

Dean (SW)/26/

Date:- 24/07/2026

NOTICE

The following faculty members are hereby nominated as **Faculty In-Charge(s)** to conduct the selection of **Class Representatives (CRs)** for the Academic Year **2026-27** in their respective departments/classes/sections, as per the prescribed schedule/timeline.

Department	Year/Class/Section	Name of Faculty	
Civil Engineering	II nd C-1	Dr. Vikas Poonia	Dr. Vivek Garg
	II nd C-2	Dr. Raman Nateriya	Dr. Muhammed Hashid
	III rd C-1	Dr. Aniket Chanda	Dr. Kishan Dharavath
	III rd C-2	Dr. Priyamitra Munoth	Dr. Rutuja M. Chavan
	IV th C-1	Dr. Hasthi Venkateswarlu	Dr. Pritikana Das
	IV th C-2	Dr. Rajesh Kumar Mahato	Dr. Bivina G R
Mechanical Engineering	II nd M-1	Dr. Amit Telang	Dr. Aningi Mokhalingam
	II nd M-2	Dr. Amit Suhane	Dr. Soumya Ranjan Guru
	II nd M-3	Dr. Abhinav Vershney	Dr. Emon Barua
	III rd M-1	Dr. Manish Vishwakarma	Dr. Vijay Panchore
	III rd M-2	Dr. Akhilesh Soni	Dr. Deepak Kumar
	III rd M-3	Dr. Narendra Gajbhiye	Dr. Vikash Kumar
	IV th M-1	Dr. Manoj Arya	Dr. Ajay Pandey
	IV th M-2	Dr. Alik Singh	Dr. Jitendra Adhikari
Electrical Engineering	II nd E-1	Dr. Siddharth Deb Roy	Dr. Priyanka Paliwal
	II nd E-2	Dr. Hemanth Ch.	Dr. Pankaj Swarnkar
	III rd E-1	Dr. Anoop Arya	Dr. G. Srinivasulu
	III rd E-2	Dr. M. Raju	Dr. Manoja Kumar Behera
	IV th E-1	Dr. Suresh Gawre	Dr. Saurabh Shukla
	IV th E-2	Dr. T S Bheemraj	Dr. Prabhakaran K K
Electronics & Communication Engineering	II nd E-1	Dr. Manish Kashyap	Dr. Vivek Pratap Singh
	II nd E-2	Dr. Sandeep Patel	Dr. K. Srinivasa Rao
	II nd E-3	Dr. Rahul Pal	Dr. Suryakant Gautam
	III rd E-1	Dr. R. K. Chaurasiya	Dr. Vibhuti Chauhan
	III rd E-2	Dr. Bhawna Srivastava	Dr. Atul Kumar
	III rd E-3	Dr. Varun Bajaj	Dr. Akkala Shbba Rao
	IV th E-1	Dr. O.P. Meena	Dr. Santosh Ku. Singh
	IV th E-2	Dr. D.K. Raghuvanshi	Dr. Alpana Pandey
Computer Science Engineering	II nd CSE-1	Dr. Sangeeta Nakhate	Dr. Gaurav Upadhyay
	II nd CSE-2	Dr. Dharendra P Singh	Dr. Shweta Bhandari
	II nd CSE-3	Dr. Jaytrilok Choudhary	Dr. Vaibhav Soni
	III rd CSE-1	Dr. Mithul Ahirwar	Dr. Ashish Kumar Sahu
	III rd CSE-2	Dr. Mansi Gyanchandani	Dr. Surendra Singh
	III rd CSE-3	Dr. Akhtar Rasool	Dr. Akash Sinha
	IV th CSE-1	Dr. Vikram Garg	Dr. Manisha Singh
	IV th CSE-2	Dr. Archana Balmik	Dr. Rampavan
	IV th CSE-3	Dr. Namita Tiwari	Dr. Bhola Nath Roy
		Dr. Jyoti Bharti	Dr. Pankaj Kumar

MME	II nd III rd IV th	Dr. Ramkishore Anant Dr. Mangesh. Lodhe Dr. M. Das	Dr. Nikhil Khatavkar Dr. Jayashree Barai Dr. C. Sasi Kumar
Chemical	II nd III rd IV th	Dr. Jay Mant Jha Dr. Sumit H. Dhawane Dr. Vijay Kumar Bulasara	Dr. Rupak Kishor Dr. Aakash M. Chandran Dr. Nebendu Paul
Planning	II nd III rd IV th	Dr. Neha Kolhe Dr. Premjeet Das Gupta Dr. Navneet Munoth	Dr. Naveen Prashar Dr. Rahul Tiwari Dr. Anugrah A Nagaich
Architecture	II nd -A II nd -B III rd -A III rd -B IV th -A IV th -B V th -A V th -B	Dr. Bulbul Shukla Dr. Vicky Lalramsangi Dr. Nikhil Dr. Supriya Vyas Dr. Anuj Jaiswal Dr. Rajat Dr. Arshi Parashar Dr. Surabhi Mehrotra	
MBC	II nd III rd	Dr. J. Kumar Jain Dr. Suman Das	Dr. Jitendra Kumar Dr. Subhankar Dutta
ESE	II nd	Dr. Meena Agrawal	Dr. Gurveer Singh

Note :

1. HoDs may nominate additional/ replace faculty in-charges, if necessary.
2. A briefing session of all Faculty In-Charges is scheduled on 27/ 07/2026, 4.00 PM, at MME Auditorium.



STUDENT COUNCIL OF MANIT BHOPAL

छात्र परिषद

Guidelines (AY 2026-27)

AIM:

To make the students participate in the development of their career, personality and organizational skills through interactive programs with the faculty, administration and society.

COMPOSITION OF STUDENT COUNCIL

Administration	Chairman Vice chairman Associate Dean(s) FI (s)	Director Dean, Students Welfare Member Member
Students	President Vice president General Secretary Joint Secretary Treasurer	Fourth Year (IV) UG of any branch Fourth Year (IV) UG of any branch Third Year (III) UG of any branch Second Year (II) UG of any branch Third Year (III) UG of any branch
	Secretary (Cultural) Secretary (Technical) Secretary (Sports) Secretary (Discipline) Secretary (Media) Secretary (Alumni) Secretary (Literacy, Hindi) Secretary (Literacy, English)	Fourth Year (IV) UG of any branch Fourth Year (IV) UG of any branch Fourth Year (IV) UG of any branch Fourth Year (IV) UG of any branch Fourth Year (IV) UG of any branch Third Year (III) UG of any branch Second Year (II) UG of any branch Second Year (II) UG of any branch
	Executive Member, UG (1 st Yr)	First Year, UG student of any branch
	Executive Member, MCA/ MBA/ B.Tech+M.Tech Dual Degree	Final Year, One student of any branch
	Executive Member, M.Tech./M.Plan/ M.Arch	Second Year (II), One student of any branch
	Executive Member, MA/MSc	Second Year (II), One student of any branch
	Executive Member, Ph.D.	Second Year (II), Ph.D. One student of any branch
	Executive Member (Ex-Officio)	General Secretary & Secretary (Alumni) of the previous year Student Council

A) DUTIES AND RESPONSIBILITIES OF THE COUNCIL

- i. Smooth conduct of the student's activities of the academic year in the Institute.
- ii. Prevention of ragging in the campus (through counseling by senior students).
- iii. Suggesting the administration to improve the student amenities.
- iv. To help the institute administration in smooth conduct of student activities.
- v. To guide the students to improve their technical, organizational and managerial skills by organizing seminars/ symposia/ workshops etc.
- vi. To encourage innovative and creative skills of the students.
- vii. To implement flagship program of Govt such as Swachh Bharat Abhiyan, Unnat Bharat Abhiyan and other similar programs.
- viii. To organize suitable activities to improve the knowledge and skills of the students.
- ix. To maintain the discipline, peace and harmony among student community.
- x. To organize annual technical/cultural fest Techno-search/Maffick and other similar events.
- xi. To organize farewell, fresher's program and other related events.
- xii. To co-ordinate the activities related to the Training and Placement cell of the Institute.

B) PROCEDURE FOR SELECTION OF STUDENTS COUNCIL

The election of the student's council will be in two phases –

- i) The election of CRs.
- ii) The election of the Office Bearers: All the office bearer of student council will be selected among the class representatives (CRs).

B.1 Selection of CR

1. During second / third week of academic year, one class representative (with one wait list candidate) will be selected from each class/section. Dean (SW) will issue the notification for the same.
2. Dean (SW) will appoint a faculty in-charge for each class/section with the approval of the Director, for selection of CR.
3. The faculty in-charges for the class will go to the respective classes and call for applications from the students (**Proforma I**), prepare the merit (**maximum 2**) and announces the result. The elected candidate will represent the class in the council for that academic year.
4. The faculty in-charges of each class/section will send the name of elected CR to the Dean (SW) along with relevant documents.
5. The CRs for 1st Year will be selected/elected as per point 3 above in the 2nd/3rd week after start of classes, by the 1st year coordinator. Two representatives (highest JEE Rank among CRs) will be considered as the member of Student Council.
6. For P.G/Ph.D. student's representation, the concerned HOD will select one CR from their respective departments. Highest CGPA candidate among them will be the member of council.

Office of Dean (Students Welfare)

7. A few students will be nominated by the Director representing various sections of the student community such as foreign students, girls' student etc.

B.2 Selection of Office Bearer

1. All the office bearer of Student Council will be selected among the Class Representatives (CRs) merit list.
2. For the selection of Office Bearers, nominations will be called by Dean (SW) from the elected CRs merit list in the prescribed format (**Proforma II**), and selection will be conducted on the **specified day**.
3. Both the candidates in merit list of CR will select the Office Bearers.
4. For the post of President, Vice president, General Secretary, Joint Secretary and Treasurer, candidates are required to give the presentation (about their plans and vision for the institute) before the CRs, followed by selection process.
5. If necessary, interviews will be conducted for the positions mentioned at point 4 above by a committee constituted by Director.
6. The list of all selected Office Bearers recommended by the committee will be published with due approval of the Director.
7. Oath taking ceremony of the Student Council will be organized on any suitable date in consultation with Director.

C) ELIGIBILITY CRITERIA FOR CANDIDATES (Applicants)

1. The candidate must be a regular registered student of the institute.
2. Candidate must have secured **CGPA 8.00 or more** in each of the previous years.
3. Candidate should not have any academic backlogs in the previous years for participating in the selection process, **if any wrong information is found candidature shall be cancelled immediately.**
4. The candidate shall not have any disciplinary (Hostel/Institute level) actions being taken in the past.
5. The candidate should not have any dues pending either of the institute or Hostels.
6. The Average attendance in the class in previous semester must be more than 75%.
7. Extra Points will be given (over and above the votes received) to the candidates as follows –
 - i. Holding the post of CR in previous years - 02 points
 - ii. CGPA ≥ 8.5 - 02 Points

D) CODE OF CONDUCT FOR CANDIDATES:

It is advised/expected that -

1. No candidate shall create mutual hatred or cause tension between different castes and communities, religious or linguistic or between any group or section of students.
2. Candidates shall refrain from criticism of all aspects of private life not connected with the public activities of other candidates.

Maulana Azad National Institute of Technology, Bhopal (M.P)

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Office of Dean (Students Welfare)

3. No candidate shall be permitted to make use of printed material for the purpose of canvassing.
4. No candidate shall be permitted to carry procession or public meeting.
5. Neither candidate, nor his/ her supporters shall, deface or cause any destruction to any property of the Institute.
6. All candidates shall be prohibited from indulging or abetting all activities which are considered to be corrupt practices and offences.

E) In case of discrepancy if any, decision of Director MANIT will be final.

Maulana Azad National Institute of Technology, Bhopal (M.P)

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Office of Dean (Students Welfare)

NOTICE

Date: _____

CONSTITUTION OF STUDENT COUNCIL

The selection of Class Representatives of "STUDENT COUNCIL" for the academic year 26-27 will be held on 4/8/26 from 9 AM to 10 AM in the respective class rooms. The faculty members nominated to select the CR will conduct the selection process. All the candidates are advised to submit duly filled Application Form (**Proforma I**) to faculty in-charge(s). All the students are advised to be in their respective classrooms on 4/8/26 by 9.00 am and cooperate with faculty-in-charge(s) for smooth conduct of selection of Class Representatives. The faculty in-charge will prepare the merit list and submit the same along with all relevant documents to Dean (SW).

All the office bearer of Student Council will be selected among the Class Representatives (CRs) merit, **on the same day**, by the committee constituted for the purpose. The interested candidate (of CR merit list) shall submit their duly filled Application Form (**Proforma II**) to the Dean (SW).

For the post of President, Vice president, General Secretary, Joint Secretary and Treasurer, candidates are required to give a brief presentation (about their plans and vision for the institute)), followed by selection process.

Dean (Student Welfare)

GUIDELINES TO THE FACULTY IN-CHARGE(S) CONDUCTING THE ELECTIONS TO
THE STUDENTS COUNCIL OF MANIT BHOPAL

- i. The Faculty-in-charge(s) (assigned to a particular class) are requested to go to the respective class room by 9:00 a.m. on 28/7/26, read the composition of the Student Council, selection process of Council Members, duties & responsibilities of the Council, and announce the eligibility criteria for the nomination of CRs, and other Office Bearers.
- ii. The Faculty-in-charge(s) will provide the Application forms (**Proforma I**) to the interested/eligible candidates.
- iii. All the candidates are advised to submit duly filled Application Form (**Proforma I**) along with necessary enclosures to faculty in-charge(s) on 04/08/26 by 9.00 am.
- iv. The Faculty-in-charges shall scrutinize the applications forms, complete the selection process, prepare the merit list and announce the result in the class on 04/08/26.
- v. Faculty in-charges will submit the merit list along with all relevant documents to Dean (SW).
- vi. Faculty in-charges will distribute the Application Form (**Proforma II**) for the post of Office Bearers, to the interested candidates of CRs merit list. Applicants are advised to submit the duly filled application along with necessary enclosures to Dean (SW) by 04/08/26, 12:30 pm, and take part in selection process, to be conducted on same day.
- vii. If necessary, the presentation/interview for the post of President, Vice president, General Secretary, Joint Secretary and Treasurer will be held on 04/08/26, 4:00 PM pm in the Committee Room of Director Office.

Dean (Student Welfare)

APPLICATION FOR NOMINATION OF CLASS REPRESENTATIVE

I, Mr./Ms. _____, Scholar No _____
studying in _____ Yr Section _____ Branch _____
S/o Sri _____, of
U.G./P.G.(M.Tech./M.Plan/M.Sc)/Dual Degree/PhD in Maulana Azad National Institute of Technology,
Bhopal, (residing in Room No. _____ of
_____ Hostel/Address of Residence), am willing to
be a candidate for the post of CR for the academic year _____.

My academic details are as follows (as applicable):

CGPA	1 st Year	2 nd Year	3 rd Year	4 th Year

Holding the Position of CR in previous years

S.No.	Academic Year in which hold the position of CR	Sign of HoD
1		
2		

Position in Club/Societies (in previous years)

S. No.	Name of the Club/Society	Duration	Name & Signature of Faculty Coordinator
1			
2			

No Dues Certificate

This is to certify that Mr./Ms _____ Sch No _____
Branch _____ Year _____, Section _____

has no dues/disciplinary proceeding against him.

S. No.	Department/Section	Status	Signature/Seal
1	Institute Account Section	No Dues	
2	Hostel/Mess Dues	No Dues	
3	Proctor	No disciplinary action	

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Office of Dean (Students Welfare)

Undertaking (by the Candidate)

I undertake that -

- (i) I am a regular student of the Institute, and my CGPA is ≥ 8.0 .
- (ii) I do not have any dues to institute or hostels.
- (iii) I do not have any academic arrears/backlogs.
- (iv) I have neither been subjected to any disciplinary action nor I have been involved in any incident which warrants a disciplinary action by the institute.
- (v) I do not have any criminal record or proceedings against me.
- (vi) My average attendance in all the subject in the previous semester was more than 75%
- (vii) My date of birth is _____ as per the record.

I declare that the above information is correct to the best of my knowledge and belief.

Name of the Candidate

Signature of the Candidate

Date:

Date:

Candidate

Name & Signature of the

Name & Signature of Faculty-in-charge(s)

Encl. Required :

1. Self-attested copies of Mark sheets of all years.
2. Copy of I-Card issued by MANIT.
3. Copy of registration slip of current Semester.
4. Copy of mess fee receipt of current semester, in case of hosteller.
5. Copy of previous year CR certificate

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Office of Dean (Students Welfare)

PROFORMA – II

APPLICATION FOR THE NOMINATION OF STUDENT COUNCIL

(No Dues status/Club position is mentioned overleaf)

Post Applied for	
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I, Mr./Ms. _____, Scholar No _____

CR of _____ Yr, Branch _____, Section _____

S/D/o Sri _____

(residing in Room No. _____ of _____

Hostel/Address of Residence), am willing to be a candidate for the ABOVE MENTIONED POST for the academic year _____.

My academic details are as follows (as applicable):

CGPA	1 st Year	2 nd Year	3 rd Year	4 th Year

Bonus 02 marks/points will be awarded for each of the following

1. CGPA $\geq$ 8.50,	2. Hold the position of CR in previous years
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Undertaking (by the Candidate)

I undertake that -

- I am a regular student of the Institute, and my CGPA is $\geq$ 8.0.
- I do not have any dues to institute or hostels.
- I do not have any academic arrears/backlogs.
- I have neither been subjected to any disciplinary action nor I have been involved in any incident which warrants a disciplinary action by the institute.
- I do not have any criminal record or proceedings against me.
- My average attendance in all the subject in the previous semester was more than 75%
- My date of birth is _____ as per the record.

I declare that the above information is correct to the best of my knowledge and belief. **All necessary documents are enclosed with Proforma-I. I understand that my candidature will be cancelled, if any wrong information is found.**

Name of the Candidate	
Signature of the Candidate	
Date:	

PROPOSER

I, propose the candidature of Mr./Ms. _____ Sch No _____
to the position of _____

Date: _____ Name & Scholar No _____ Signature of the Proposer _____

Recommendation of Faculty & HoD of the Department

Signature & Seal of HoD (with date)	Name & Signature of the Faculty Member
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Maulana Azad National Institute of Technology, Bhopal (M.P)
मौलाना आज़ाद राष्ट्रीय प्रौद्योगिकी संस्थान, भोपाल म.प्र.
Office of Dean (Students Welfare)

PROFORMA – III

CERTIFICATE

(To be submitted to Dean, Student Welfare, with a copy to CR)

Mr./ Ms. _____
Scholar No. _____, has been elected as Class Representative
of B.Tech./B.Arch./B.Plan _____ year _____ branch,
section _____ for the academic year _____.

The **MERIT LIST** of all candidate is as follows –

S.No.	Name of the Candidate	Scholar No.	Points Obtained	Remark
1				
2				

Duly filled applications along with relevant documents are enclosed.

(Name & Signature of Faculty-in-charges)	
I	II

Dean (SW)/26/10824

Date:- 24 / 07/2026

NOTICE

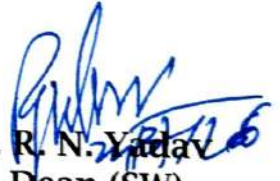
Representation of PG/PhD in Student Council AY 2026-27

For the constitution of the Student Council AY 2026-27, the **representation of PG/PhD** students as Executive Member is required. The composition of the Student Council is given overleaf, for ready reference.

All Head of the Departments are requested to select one CR among all **II/Final year PG** students, and one CR from all **II year PhD** regular students from their respective Department.

The selected candidate must be a regular student of the Institute and fulfill the eligibility criteria of the selection process. **Appreciated**, if the details of the candidate should be sent in the below-mentioned format, to the office of Dean(SW), on or before **31/07/2026, 5 pm**.

S.No.	Student Name	Scholar No.	P.G/Ph.D	CGPA	Year	Branch


Dr. R. N. Yadav
Dean (SW)

Copy to:

- (1) All Heads
- (2) All Centre Heads
- (3) PA to the Director for the kind information of Director.