



## SCHEDULE OF THE GYMKHANA ELECTION FOR THE ACADEMIC SESSION 2024-25

1	Notification of the TSG Election	21 <sup>st</sup> March 2024
2	Activation of the Nomination portal in ERP	23 <sup>rd</sup> March 2024, 12 PM Nomination portal in ERP may be accessed through <b>Academic =&gt; Students =&gt; Gymkhana Election Nomination</b>
3	Closing date and time for nomination with all necessary approvals in ERP	29 <sup>th</sup> March 2024, 11:59 PM (Link closes)
4	Publication of list of candidates filed nomination	30 <sup>th</sup> March 2024, at TSG website ( <a href="https://gymkhana.iitkgp.ac.in/">https://gymkhana.iitkgp.ac.in/</a> )
5	Submission of written inputs about filed nominations	31 <sup>st</sup> March 2024, up to 11:59 PM by email to election officer (probal@gg.iitkgp.ac.in) with a copy to president TSG (presidenttsg@hijli.iitkgp.ac.in) The email may be sent if there is any specific objection/input regarding any nomination filed by the students
6	Withdrawal of Nominations	31 <sup>st</sup> March 2024, up to 8:00 PM by email to election officer (probal@gg.iitkgp.ac.in) with a copy to president TSG (presidenttsg@hijli.iitkgp.ac.in) with subject: "Withdrawal of Nomination", from the institute mail ID of the candidate
7	Publication of list of Filed Nominations	1 <sup>st</sup> April 2024, by 11:59 PM at TSG Notice Board and TSG Website ( <a href="https://gymkhana.iitkgp.ac.in/">https://gymkhana.iitkgp.ac.in/</a> ).
8	Start of election campaign	1 <sup>st</sup> April 2024
9	Submission of Proposals	<u>Initial Proposal</u> : 2 <sup>nd</sup> April 2024, up to 11:59 PM, for the posts of Vice President and General Secretaries. <u>Revised proposal</u> : 3 <sup>rd</sup> April 2024 by 11:59 PM for the posts of Vice President and General Secretaries. Initial and revised proposals should be sent to the election officer (probal@gg.iitkgp.ac.in) with a copy to president TSG (presidenttsg@hijli.iitkgp.ac.in) from the institute mail ID of the candidate.
10	Soap Box	6 <sup>th</sup> April 2024 & 7 <sup>th</sup> April 2024 for Vice President and General Secretary posts. (Detailed SOAPBOX schedule and platform will be conveyed later)
11	Closing of election campaign	7 <sup>th</sup> April 2024 at 11:59 PM
12	Election	9 <sup>th</sup> April 2024 (timings- (8:00AM to 6:00PM))
13	Results	10 <sup>th</sup> April 2024 at TSG website ( <a href="https://gymkhana.iitkgp.ac.in/">https://gymkhana.iitkgp.ac.in/</a> )
14	Notification of results	10 <sup>th</sup> April 2024, 6:00 PM

### Important Instructions:

1. All the above mentioned timings will be followed strictly.
2. The candidates are advised to see the TSG website (<http://www.gymkhana.iitkgp.ac.in>) for keeping themselves informed.

(Prof. Probal Sengupta)  
Election Officer

21/03/24

Election officer  
T.S.Gymkhana



Date: 21<sup>st</sup> March 2024  
Place: IIT Kharagpur



**GYMKHANA ELECTION RULES FOR THE ACADEMIC SESSION 2024-25****General Criteria**

1. A candidate must be a regular student of the institute.
2. A candidate must have at least 75% attendance (as per records available with the faculty advisor).
3. A candidate must not have any previous criminal record. The candidate also must not have any record of disciplinary action by the Hall (as per records available with the warden)/Institute disciplinary committee (as per records available in ERP).
4. A student who has repeated any academic year/any malpractice record/ any active backlog or credited course equivalent to the backlog/ any unregistered credited course will not qualify to be a candidate.
5. A candidate must have a minimum CGPA of 7.0 at the time of nomination.
6. General Secretaries, TSG are not eligible to contest for the post of Vice President, TSG.
7. A candidate must not have any outstanding amount due in the institute/hall.
8. A nomination submitted by a candidate will be considered complete only when it is approved in the ERP portal by the faculty advisor/thesis supervisor, HOD/HOC/HOS and warden of the hall of the candidate by the closing date and time for nomination.

**Code of Conduct**

9. Any activity which causes rifts between different castes, communities, religious, genders or linguistics, or between any group(s) of students is not permitted.
10. No printed/written material (Poster, visiting card, pamphlet, etc.) are allowed for the purpose of canvassing.
11. Institute facilities (like institute Emails facility, or any platform using domain of iitkgp.ac.in) shall not be used for campaigning by the students.
12. All the students enrolled with IIT Kharagpur till the 21<sup>st</sup> of March 2024 will be eligible to vote for their respective candidates.
13. The proposals and a video (max 5 min, max 500 MB) of the candidate explaining the proposals will be put on the official TSG website and TSG Facebook page after proper verification from the Election Officer.
14. No canvassing is allowed beyond the closing date and time for the election campaign. On the day of election there must not be any canvassing or intimidation to the voters.
15. Any act of violation of the code of conduct and the schedule of Gymkhana elections
16. (Annexure I) by the candidate will lead to the cancellation of the candidature of the student.
  - i. Also, suppression of any fact regarding the eligibility criteria in the nomination form will lead to the cancellation of the candidature and if at any time of the student's stay at IIT Kharagpur, it is found that the student had suppressed facts/provided false information during his/her nomination for the gymkhana election, it will lead to disciplinary action and immediate removal from the elected post, if elected.

**Additional Rules for TSG Election**

17. The Rector shall appoint a member of the academic staff, on the recommendation of the President, TSG, as Election Officer to conduct the general elections of the Gymkhana for each session.
18. The Election Officer shall be responsible for the proper conduct of the Election. They may take the assistance of members of the staff, when required, for the smooth conduct of the elections. If required, they shall frame the code of conduct and rule in addition to the code of conduct/rules mentioned above with the approval of the Executive Council. They may


*Prasanna Choudhary*  
Election officer  
T.S.Gymkhana





declare the provisional results immediately after the counting of votes and shall submit the results of the election to the President for ratification. The decision of the Election Officer in all matters arising in connection with the election shall be final and binding.

19. Any member of the TSG, who meets the eligibility criteria given above and unless specifically disqualified, is eligible to contest for the posts in the TSG. The elections will be contested on a non-sectarian and apolitical basis. Use of any religious or political symbols is strictly prohibited. All office bearers shall be elected using the online portal in the ERP.
20. Election results as obtained from the ERP portal will be binding on everybody.
21. All bonafide members of the TSG, unless specifically disqualified, shall have voting rights. In the event of a student having withdrawn his/her name from the Institute rolls for a full academic year, they shall forfeit their voting right for the corresponding period.
22. In case of any query, students may contact the Election Officer and President, TSG.
23. The data available in ERP will be considered final.
24. Post specific criteria (as by the end of the current academic session)
  - a. Vice President: Minimum experience of 5 semesters in IIT Kharagpur.
  - b. General Secretary: Minimum experience of 3 semesters in IIT Kharagpur.
  - c. Secretary: Any student enrolled in IIT Kharagpur.
25. As per the decision of the Election committee and approval of competent authority, the post of G.Sec Students' welfare (02 posts: one girl & one boy) is included among the contested posts from the 2019 election onwards.
26. Submission of the proposals is a must by the given date for the posts of Vice President and General Secretaries (refer to Annexure I).
27. Social media interactions and campaigning are outside the purview of TSG.
28. In case any abusive or defamatory post that harms the image of the Institute and its stakeholders is reported, disciplinary actions against the perpetrator will be taken by the Disciplinary Committee as per Institute rules.

  
(Prof. Probal Sengupta)  
Election Officer

Election officer  
T.S.Gymkhana



Date: 21.03.2024  
Place: IIT Kharagpur