



St. Xavier's College Jaipur

(Affiliated to the University of Rajasthan, Jaipur)
Accredited with A Grade by NAAC (First Cycle, 2025)
An ISO 14001:2015 Certified Institution



Ref: SXCJ/ACAD/ELECTION/2025-26/ 0469

06 September 2025

Students' Council – 2025-26


Guidelines - Election Process for Class Representatives 2025-26

1. Mentors are requested to verify the eligibility of students who have submitted their CVs as per the notice shared earlier.
2. Class Representative (CR) Elections will be held at 11:15 am on 9th September 2025 in the respective classrooms.
3. Mentors are requested to collect the folders from the Vice Principal's Office at 8:30 am on 9th September 2025.
4. Shortlisted candidates will be allowed to address the class for 2 minutes each.
5. Mentors will then invite students one by one to the teacher's table to cast their vote.
6. Only students who have paid their fees are eligible to vote. They must present their fee receipt and college ID card before voting.
7. The mentor will provide each eligible student with a ballot paper on which the student will write the name of the preferred candidate.
8. After casting the vote, the student must sign the voter's list.
9. Any act of indiscipline will result in immediate disqualification.
10. Mentors will count the votes, complete the shared annexure (in the folder), and submit it to the Vice Principal's Office.
Checklist for Submission (in the folder):
 - All Ballots
 - Voter's List / Attendance List
 - Annexure (Nomination Sheet for the Election of Class Representative)
 - CVs of the elected candidates
11. The list of elected Class Representatives will be released on 9th September 2025.
12. Elected CRs of the II and III Year are eligible to submit forms for the Core Council posts.

Election of the College President

- Voting for the College President will be held on 11th September 2025.
- Candidates will address the college in the North Quadrangle at 12:00 Noon.
- Students will then proceed to their classrooms for voting at 12:30 pm.
- After the voting, mentors must collect all ballot papers and submit them to the Vice Principal's Office.

CAMPUS VOTES, CAMPUS VOICES - LET'S CELEBRATE DEMOCRACY!!


Principal
St. Xavier's College, Jaipur
Nevta-Mahapura Road, Jaipur