

UNIVERSITY OF MUMBAI



Email arelection@election.mu.ac.in
Tel. No. - 022-2270 8710/98

No. EL/(Senate) 25(2)(l) &(A.C.)29(2)(f)/161 of 2015.

29th June, 2015.

To,

The Chairman/ President/ Secretary
of the management of Affiliated Colleges/
Autonomous Colleges/ Conducted Colleges
Recognised Institution

Sub: **Preparation of Electoral Roll of Principal for election to the Senate Under Section 25(2)(l) and to the Academic Council under Section 29(2)(f) and read with amended Section 24-A of the Maharashtra Universities Act, 1994.**

Sir/Madam,

The University of Mumbai (hereinafter referred as “the University”) has decided to prepare an Electoral Roll of Principal for the purpose of election of Senate and Academic Council. The University is therefore inviting all the approved Principals to register themselves with the University. The Principal can enrol themselves for appearance of their name on the Electoral Roll is as per the procedure laid down by the University. The registration shall start from the date of this notification i.e. **Wednesday, 1st July, 2015 and end on Friday, 31st July, 2015.** The procedure for enrolment of Principals is described herein below:

1) **Online Registration:**

An individual Principal shall fill up an online application “FORM” on University’s web portal www.mu.ac.in The notification and instructions are available on the university said website. The Principal shall be completely responsible for any mistakes made in the Registration Form. The University do not take any responsibility in case of wrong information submitted by the Applicant.

2) **Submission of filled in FORM by the respective Principal:-**

Every Principal shall take printout of ‘**Filled-in online form**’ duly signed by themselves alongwith approval letter issued by the University shall submit it to the respective the Chairman/ President/ Secretary of the management of Affiliated Colleges/ Autonomous Colleges/ Conducted Colleges/ Recognised Institution

3) **Responsibility of Chairman/ President/ Secretary of the Management of Affiliated Colleges/ Autonomous Colleges/ Conducted Colleges/ Recognised Institution:-**

- i) Each Chairman/ President/ Secretary of the Management of Affiliated Colleges/ Autonomous Colleges/ Conducted Colleges/ Recognised Institution shall be duty bound to inform every Principal in his Institution/ Department/ College about Online Registration process for the preparation of Electoral Roll of Principals;
- ii) The Chairman/ President/ Secretary of the Management of Affiliated Colleges/ Autonomous Colleges/ Conducted Colleges/ Recognised Institution shall submit filled-in forms of Principals duly verified by them alongwith their Seal and Signature to the University at Offg. Deputy Registrar, Election Section, Room No. 110, First Floor, University Main Building, Fort, Mumbai – 400 032 on or before Friday, 31st July, 2015.

“As per Section 2(25) of the Maharashtra Universities Act, 1994, “Principal” means a head of college specialised educational institution, post-graduate centre or other recognised institution duly approved by the university”

Please treat this as **most urgent**.

Sd/-
(Dr. M.A. Khan)
REGISTRAR

Encl: - Enrolment Form