

**ELECTION URGENT**

**ELECTION NOTICE NO. 3**

**Dt. 21.08.2017**

Election of Class Representative to the University Students' Council will be held on 22.08.2017 and election for the position of Convener and Deputy Convener to School-wise Students' Council and other Societies, Associations and Clubs will be held on 23.08.2017. **All members of the staff are requested not to avail themselves of any kind of leave during 22 – 24 August 2017.**

In case of emergency, they will seek prior permission of the undersigned for availing of leave. **The co-operation of all the members of the staff is solicited for smooth conduct of the election process.**

Sd/-  
**Registrar,  
Ravenshaw University, Cuttack**

**Memo No. 4042 /Dt.21.08.2017**

Copy to all Heads of the Departments / Coordinators of all Self financing Courses with a request to circulate the notice among members of the staff of their respective Departments. **They are also requested not to grant leave to any member of the staff of their Departments till the end of the election.**

Copy to Controller of Exams./ Librarian / Dean Students Welfare / CCD / Chargeman, Power House / University Medical Officer / Steno to Vice Chancellor/ Registrar's Office for information.

Copy to Prof. Luna Samanta, Prof. of Zoology and Web Master for information and necessary action.

Sd/-  
**Registrar,  
Ravenshaw University, Cuttack**

**Memo No. 4043 /Dt. 21.08.2017**

Copy forwarded to Office Superintendent for information and circulation among the Class III and IV staff of the University.

Sd/-  
**Registrar,  
Ravenshaw University, Cuttack**