

**PREPARATION OF ELECTORAL ROLLS OF GRADUATES'
CONSTITUENCIES AND TEACHERS' CONSTITUENCIES OF
TAMIL NADU LEGISLATIVE COUNCIL**

Notice under rule 31(3) of the Registration of Electors Rules, 1960

In pursuance of rule 31(3) of the Registration of Electors Rules, 1960 each of the Electoral Registration Officers whose particulars appear in the First Schedule below calls upon every person entitled to be registered in the electoral roll of the Constituency, to be prepared de-novo with reference to **01.11.2010** as the **qualifying date**, to submit his/her application in **Form 18 / Form 19** appended to the Registration of Electors Rules, 1960 and reproduced in the Second/Fourth Schedule below, **by 6th November, 2010**, to the Electoral Registration Officer concerned whose particulars appear in the First Schedule below, or to the Assistant Electoral Registration Officer or Designated Officer. Applications may be sent by post or presented in person. Application Forms will be available at the Designated locations and filled up applications can be submitted at the Designated locations.

Designated Locations:

In Corporation areas	Zonal offices of the City Corporation
In other areas	Taluk Office of the area in which the applicant resides

Designated Officer	Tahsildar / Deputy Tahsildar in Taluk Offices. Managers in Zonal Offices of Chennai Corporation. Assistant Commissioners in Zonal Offices of other Corporations.
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2. Qualifications for enrolment in the Electoral Rolls in Graduates' Constituency:

i) Every person who is a citizen of India and is ordinarily resident in the constituency and has for at least 3 years before 1st November, 2010 been either a Graduate of a University in the territory of India or in possession of an equivalent qualification is eligible to be included in the electoral roll i.e, he should have graduated before 1st November 2007. The list of the said equivalent qualifications is

available with the officers mentioned in the First Schedule below at Designated Locations and on the website www.elections.tn.gov.in. The period of 3 years shall be computed from the date on which the result of the qualifying degree examination was declared and published by the University or other authority concerned.

ii) The application in Form 18 must be duly supported by a self-attested copy of any one of the following forms of documentary evidence in all cases:-

- (a) The degree, diploma or certificate in original granted by the University or Institution concerned or any copy thereof duly self attested; or
- (b) A copy of an entry in the Government record or a certificate Issued to a Graduate employee by the Gazetted Head of Offices, in the prescribed format which is reproduced as third schedule below, on the basis of entries in Government records in his/her custody or a copy of an entry in the record of the Statutory Body, Corporation of Public Undertaking specifying the degree, diploma or certificate possessed by the claimant duly attested by the Head of the office concerned; or
- (c) An attested copy of the card of registration as registered Graduate issued by the University, a certified copy of the relevant entry in the list of registered Graduates, the Roll of Advocate, the register of Medical Practitioners, the register of Chartered Accountants, the register of Engineers maintained by Institute of Engineers etc; or
- (d) An affidavit by the claimant supported by a certificate from the Registrar of the University, or the Principal of a College affiliated to any University or from the Head of the Department of such College under whom he/she had studied.

(e) The mark sheet in original granted by the University or Institution concerned or any copy thereof duly self attested provided that there is clear indication there that claimant has passed the examination concerned.

iii) Every person making an application in Form 18 shall be required to produce, for verification, any of the documents mentioned above, **in original**, in support of his/her eligibility as per the following procedure:-

(a) In cases where the applicant directly submits his/her application in person before the Designated Officer duly appointed for the purpose, he/she will produce the original supporting document before the Designated Officer. The Designated Officer will scrutinize the said document and after satisfying himself/herself, record either "Verified with original and found correct" or "Verified with original and found not correct Rejected". The Designated Officer will then affix his/her signature with full name on the application as mark of a summary enquiry and retain the photocopy of the original document furnished by the applicant and forward the application to the ERO.

(b) In cases where the application is sent by post to the ERO along with attested copies of the supporting document etc., the ERO will forward the same to the Designated Officer in charge of the area where the applicant stays. The applicant should produce his/her original document at the Designated Location before the Designated Officer on any working day on or before the **9th November 2010**. The Designated Officer will then proceed with his/her enquiry as per para (a) above and affix his/her decision as laid down therein.

The application will then be forwarded after completion of the enquiry by the Revenue Divisional Officer/ Asst. Revenue Officer to the ERO concerned.

(c) Any application where original documents have not been submitted for verification, will be summarily rejected by the ERO as incomplete.

(iv) Applications in bulk whether submitted in person or by post, shall not be considered for inclusion by the ERO. However, one member of a family may submit Form 18 of other members of the same family and may get their certificates verified by producing original certificates in respect of each such member

3. Qualifications for enrolment in the Electoral Rolls of Teachers' Constituency:

- i) Every person who is a citizen of India and is ordinarily resident in the constituency and has within the six years immediately before 1st November, 2010, been engaged for a total period of at least three years in teaching in any of the educational institutions, within the State specified to be not lower in standard than that of a Secondary School is eligible to be included in the electoral roll. The list of Educational Institutions so specified is available with the officers mentioned in the First Schedule, at Designated Locations and on the website www.elections.tn.gov.in.
- ii) Every application in Form 19 by a person seeking enrolment in Teachers' Constituency shall be accompanied by a certificate from the Head of the Educational Institution certifying the engagement of the person concerned as a teacher for a total period of three years within the last preceding six years against a sanctioned post. The format for the certificate is reproduced in the fifth schedule below. In case a person had been teaching in more than one institution,

he must produce separate certificates from each of the institutions for the period where he had been teaching.

iii) In the case of a person who is not engaged in teaching on the date of application, the Certificate/s should be signed by the Head of the Institution(s), in which he had served for three years in the last six years.

iv) **Applications in bulk whether submitted in person or by post, shall not be considered for inclusion by the ERO.** However, Heads of the eligible educational institutions may send applications for teachers employed in their institutes in bulk enclosing separate applications in Form 19 from each teacher alongwith separate individual certificate.

4. Persons who are eligible to be registered in both the Graduates' and Teachers' Constituencies should submit **separate applications in Form 18 and Form 19 respectively.**

5. Proof of Residence: The applicants should submit copy of anyone of the following documents as proof of residence along with the Form 18/19.

- (i) Bank / Kisan / Post Office current Pass Book, or
- (ii) Applicant's Ration Card / Passport / Driving License / Income Tax Assessment Order, or
- (iii) Latest Water / Telephone / Electricity / Gas Connection Bill for that address, either in the name of the applicant or that of his / her immediate relation like parents etc., or
- (iv) Postal department's posts received / delivered in the applicant's name at the given address.

6. It should be noted that any person who makes a statement or declaration in the application which is false and which he/she either knows or believe to be false, or does not believe to be true, will be punishable under section 31 of the Representation of People Act, 1950.

7. Application in Form 18 and 19, printed, manuscript, typewritten, cyclostyled or privately printed will also be accepted. The Forms can also be downloaded free of cost from the website: www.elections.tn.gov.in

FIRST SCHEDULE

Sl. No.	Name of the Council Constituency		Extent in terms of District	Designation and office address of the Electoral Registration Officer	Telephone No.
(1)	(2)	(3)	(3)	(4)	(5)
1.	Chennai Graduates' Constituency	Chennai Teachers' Constituency	Tiruvallur Chennai Kancheepuram	District Revenue Officer (Land and Estate), Corporation of Chennai, Chennai-3	044-25366370
2.	Tamil Nadu North Graduates' Constituency	Tamil Nadu North Teachers' Constituency	Vellore Krishnagiri Dharmapuri Tiruvannamalai	District Revenue Officer, Vellore	0416-2253502
3.	Tamil Nadu North Central Graduates' Constituency	Tamil Nadu North Central Teachers' Constituency	Villupuram Salem Namakkal Cuddalore	District Revenue Officer, Salem	0427-2442663
4.	Tamil Nadu West Graduates' Constituency	Tamil Nadu West Teachers' Constituency	Erode The Nilgiris Coimbatore Tiruppur Karur	District Revenue Officer, Coimbatore	0422-2300035
5.	Tamil Nadu East Central Graduates' Constituency	Tamil Nadu East Central Teachers' Constituency	Tiruchirappalli Perambalur Ariyalur Nagapattinam Tiruvarur Thanjavur	District Revenue Officer, Tiruchirappalli	0431-2460016
6.	Tamil Nadu South Central Graduates' Constituency	Tamil Nadu South Central Teachers' Constituency	Dindigul Pudukottai Sivaganga Madurai Ramanathapuram	District Revenue Officer, Madurai	0452-2532106
7.	Tamil Nadu South Graduates' Constituency	Tamil Nadu South Teachers' Constituency	Theni Virudhunagar Thoothukudi Tirunelveli Kanniyakumari	District Revenue Officer, Tirunelveli	0462-2500466

The Assistant Revenue Officers in Chennai Corporation area and Sub-Collectors / Asst Collectors /Revenue Divisional Officers in other areas, are the Assistant Electoral Registration Officers for the above constituencies

SECOND SCHEDULE

FORM 18 (See rule 31)

Claim for inclusion of name in the electoral roll for a Graduates' constituency

To
The Electoral Registration Officer,
_____(Graduates) Constituency.

Sir,

I request that my name be registered in the electoral roll for the _____ Graduates' Constituency.

The particulars are:—

Name (in full) _____ Sex _____

Father's/Mother's/Husband's name (in full) _____

Qualification _____

Occupation _____

House address (Place of ordinary residence)

House No. _____ Street _____

Town/Village _____ Post Office _____

Police Station/Taluk _____ District _____

Age _____

2. *I am a graduate of the _____
University having passed the degree/diploma examination in the year _____

OR

*I am in possession of a diploma/certificate in _____
which is a qualification equivalent to that of a graduate of a University in India having
passed the examination for the diploma/certificate in the year _____

3. In support of my claim as being a graduate/in possession of the above diploma /
certificate, I submit herewith _____

4. **My name has not been included in the electoral roll for this or any other
graduates' constituency.

OR

**My name has been included in the electoral roll for the _____
graduates' constituency under the address given below and I request that it be deleted from
that roll:—

5. I declare that I am a citizen of India and that all the particulars given above are
true to the best of my knowledge.

Place _____

Date _____

Signature of claimant.

NOTE : Any person who makes a statement or declaration which is false and which he either knows
or believes to be false or does not believe to be true is punishable under section 31 of the
Representation of the People Act, 1950.

*Strike out the paragraph not applicable. **Strike off the inappropriate alternative.

Intimation of action taken

The application in Form 18 of Thiru/ Tmt/ Selvi _____

address_____ has been
(a) accepted and the name of Thiru/ Tmt/ Selvi_____ has been registered
at Serial No. _____in Part No. _____
(b) rejected for the reason_____

Date_____ Electoral Registration Officer.
Address).....
" " " "

Receipt for application

Received the application in Form 18 from Thiru/ Tmt/ Selvi * _____
address*.

Date_____ Electoral Registration Officer.
Address).....

*To be filled in by the applicant.

THIRD SCHEDULE

Certificate issued to a Graduate employee by the Gazetted Head of Office regarding his /her
education qualification

Certified on the basis of entries in Government records in my custody that Thiru/ Tmt/
Selvi_____ here given in full) son / daughter / wife of
_____ who is employed in this office as _____ has passed
_____(Here mention the particulars of the degree/ diploma examination)
from _____ (Here mention the name of the University / Board / Industry) in
the year

OR

*(Minimum qualification of which is graduation of any University in the Territory of India or
equivalent), is working in _____(here mention the name
of office) since _____(here mention the date of appointment on the above post)

Date _____ (Signature of Head of Office)
Place: _____ (To be signed by a Gazetted Officer)
(* strike out whichever is not applicable)

FOURTH SCHEDULE

FORM 19 [See rule 31]

Claim for inclusion of name in the electoral roll for a teachers' constituency

To
The Electoral Registration Officer,
_____(Teachers') Constituency.

Sir,
I request that my name be registered in the electoral roll for the
_____(Teachers') Constituency.

The particulars are:—
Name (in full)_____ Sex_____
Father's/Mother's/Husband's name (in full) _____
House address (Place of ordinary residence):—
House No._____ Street _____
Town/Village_____ Post Office _____
Police Station/Taluk_____ District _____
Age _____

2. During the last six years I have been engaged in teaching for a total period of more than three years as follows:--

Name of Educational Institution	From (Date)	To (Date)	Period
1.			
2.			
3.			

In support of the above I submit herewith _____

3. *My name has not been included in the electoral roll for this or any other teachers' constituency.

OR

*My name has been included in the electoral roll for the teachers' constituency under the address given below and I request that it be deleted from that roll:—

.....

4. I declare that I am a citizen of India and that all the particulars given above are true to the best of my knowledge and belief.

Place.....

Date.....

Signature of claimant.

NOTE:- Any person who makes a statement or declaration which is false and which he either knows or believes to be false or does not believe to be true is punishable under section 31 of the Representation of the People Act, 1950.

*Strike out the paragraph not applicable.

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Intimation of action taken

The application in Form 19 of Thiru/ Tmt/ Selvi _____ address _____ has been- (a) accepted and the name of Thiru/ Tmt/Selvi _____ has been registered at Serial No. _____ in Part No. _____ (b) rejected for the reason _____

Date _____

Electoral Registration Officer.

(Address)

..... " "

Receipt for application

Received the application in Form 19 from Thiru/Tmt/Selvi* _____ address* _____

Date _____

Electoral Registration Officer.

(Address)

*To be filled in by the applicant.

FIFTH SCHEDULE
CERTIFICATE

"This is to certify that Thiru/Tmt./Selvi. _____ has been teaching in _____(name of the institution) for a total period of years within the last preceding six years, as shown below against a sanctioned post on regular / adhoc* basis.

2. (a) * As per the records of the Institution, he / she has been engaged in this institution continuously from _____ (date) to _____ (date).

OR

(b)* As per the records of the Institution, he/she has been engaged in this institution for the following period of services: -

From _____ to _____

From _____ to _____

(c) Certified that Thiru/Tmt./Selvi. _____ was engaged as teacher on a full time basis in the periods mentioned above and not on part time basis.

(Signature, Name & Seal of the Head of Institution)

(*Strike out whichever is not applicable)"

SIXTH SCHEDULE

SCHEDULE FOR PREPARATION OF ELECTORAL ROLLS OF GRADUATES' CONSTITUENCIES AND TEACHERS CONSTITUENCIES OF TAMIL NADU LEGISLATIVE COUNCIL

S.No.	Activities	Period / Date
1	Commencement of receipt of applications	01.10.2010(Friday)
2	Special Campaign Days	16.10.2010(Saturday) and 17.10.2010(Sunday) 30.10.2010(Saturday) and 31.10.2010(Sunday)
3	Last date for receipt of Applications	06.11.2010(Saturday)

Chief Electoral Officer,
Tamil Nadu.