

**GREATER HYDERABAD MUNICIPAL CORPORATION**  
**(Election Branch)**

From:

The Electoral Registration Officer, MBNR-RR-HYD Graduates Constituency & Additional Commissioner (Elections), GHMC

To

1. The Registrar, Osmania University, Hyderabad
2. The Registrar, Jawaharlal Nehru Technological University (JNTU), Kukatpally, Hyderabad
- ✓ 3. The Registrar, Moulana Azad National Urdu University, Gachibowli, Hyderabad.
4. The Registrar, University of Hyderabad (Hyderabad Central University), Gachibowli, Hyderabad.
5. The Registrar, Prof. Jayashanker Agriculture University, Rajendranagar, Hyderabad.
6. The Registrar, Nalsar University of Law, Hyderabad.
7. The Registrar, Potti Sreeramulu Telugu University, Hyderabad
8. The Registrar, EFL University, Sitaphalmandi, Hyderabad.
9. The Registrar, Palamuru University, Mahbubnagar.
10. The Head, Nizam College, Basheerbagh, Hyderabad
11. The Head, Koti Women's College, Hyderabad

By  
Regd.  
Post  
Ack.  
Dne

Lr. No.830/Elections/GHMC/2020/410

Date: 08.10.2020

Sir/Madam,

Sub: GHMC - Election Branch - Denovo preparation of Electoral Rolls of Mahbubnagar - Ranga Reddy - Hyderabad Graduates' Constituency of Telangana Legislative Council with reference to 01.11.2020 as the qualifying date - Regarding.

Ref: Memo No.1069/Elecs.B/A1/2020-3, dated:24.09.2020 from the Chief Electoral Officer, Telangana

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The Chief Electoral Officer, Telangana vide reference cited has issued the following schedule for Denovo preparation of Electoral Rolls of Mahbubnagar - Ranga Reddy - Hyderabad Graduates' Constituency of Telangana Legislative Council with reference to 01.11.2020 as the qualifying date.

*21-10-2020*

*Director, CEF, for uploading on the website*

Registrar's Office
O.W.No: 992
21-10-20

DATE: 26/10/2020
Inward: 3303
Outward

S. No.	Activities	Period/Date
1	Issue of public notice under rule 31(3) of the Registrations of Electors rules 1960	1 <sup>st</sup> October, 2020 (Thursday)
2	First Republication of notice in NEWS Papers under rule 31(4) of the Registration of Electors Rules 1960	15 <sup>th</sup> October, 2020 (Thursday)
3	Second Republication of notice in NEWS Papers under rule 31(4) of the Registration of Electors Rules 1960	25 <sup>th</sup> October, 2020 (Sunday)
4	Late date of receipt of applications on Form 18	06 <sup>th</sup> November, 2020 (Friday)
5	Period for the preparation of manuscripts and printing of draft electoral rolls by	25 <sup>th</sup> November, 2020 (Wednesday)
6	Draft Publication of Electoral Rolls	1 <sup>st</sup> December, 2020 (Tuesday)
7	Period for filing claims and objections	1 <sup>st</sup> December, 2020 (Tuesday) to 31 <sup>st</sup> December, 2020 (Thursday)
8	Date by which the claims and objections shall be disposed of and supplements be prepared and printed	12 <sup>th</sup> January, 2021 (Tuesday)
9	Final Publication of Electoral Rolls	18 <sup>th</sup> January, 2021 (Monday)

- (i) The electoral rolls for the Graduates' Constituencies are **required to be prepared afresh, all persons whose names are included in the existing rolls should also submit fresh application in the prescribed Form-18.**
- (ii) A person has to apply in Form-18 for enrolment in Graduates' Constituency, has to be in possession of the required educational qualifications for at least three years prior to the qualifying date i.e 01.11.2020. The three year period for which a person should be a graduate before registration will count from the date on which the result of the qualifying degree examination was declared and published by the university or an authority concerned and not from the date of convocation.
- (iii) Eligible persons should apply for enrolment of their names in the prescribed Form-18 either by submitting a physical form or can file online application by visiting website <http://www.ceotelangana.nic.in> along with any of the documents listed below with photograph, EPIC number of the Assembly Constituency.

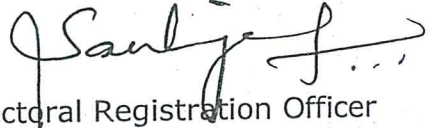
- a. A copy of the degree/diploma certificate issued by the University or institution concerned duly authenticated after due verification with the original by the Designated Officer/Additional Designated Officer/Gazetted Officer of the District concerned/notary Public; or
  - b. A copy of an entry in the Government record or a certificate issued to a Graduate employee by the Gazetted Head of Office/institute on the basis of entries in Government records in his custody or a copy of an entry in the record of Statutory Bodies, Corporations or Public undertakings specifying the degree, diploma or certificate possessed by the claimant, duly attested by the Head of the officer 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 Advocates, the Register of Medical Practitioners, the Register of Chartered Accountants, the Register of Engineers maintained by the institute of Engineers, etc.; or
  - d. An Affidavit by the claimant, supported by certificate from the Registrar of the University, or the Principal of the College affiliated to University or from the Head of the Department of such College under whom he had studied; or
  - e. A copy of the mark sheet issued by the University or institution concerned duly authenticated by the Designated Officer/ Additional Designated Officer/Gazetted Officer of the District concerned/Notary Public, after due verification of the same with the original mark-sheet, provided that there is a clear indication that the claimant has passed the relevant examination.
- (iv) The applications can also be sent by post to the Electoral Registration Officer/Assistant Electoral Registration Officer/Designated Officer, enclosing a copy of applicants' degree/diploma certificate/mark sheet or other requisite document, duly authenticated by the Designated Officer/Additional Designated Officer/Gazetted Officer of the district concerned/Notary Public, after due verification of the same with the original degree/diploma certificate/mark sheet other requisite document.
- (v) In case the applicant submits his application in person before the ERO/Assistant Electoral Registration Officer or Designated Officer, duly appointed for the purpose, he will produce the original degree/diploma certificate mark sheet or requisite document submitted with the application and other satisfying himself and record either "Verified with original and found correct" or "verified with original and found not correct-Rejected". He will then-affix his signature, full name and PIN number (in case of Designated officer) on the application as mark of a summary enquiry and

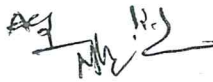
forward the application to the Electoral Registration Officer, through AERO/Designated Officer concerned.

- (vi) Any application where the above procedure is not followed will summary be rejected by the ERO as incomplete.
- (vii) Every application in prescribed Form-18 by a person seeking enrolment in Graduates, in Constituency shall be accompanied by requisite documents / certificate. It may be noted that mere reference to an entry in the existing electoral roll will not be repeat will not be taken in to account for determining the eligibility of a person for enrolment in the electoral rolls.
- (viii) Application in bulk whether submitted in person or by post, shall not be considered for inclusion. However, the Head of the Institutions may forward the applications of all his eligible staff together. Similarly, a person may also submit Form 18 in respect of other eligible members of his family, residing at the same address and may get the certificate verified by producing original certificates in respect of each member. Any bulk applications submitted by political parties, booth Level Agents or Resident Welfare Associations shall not be considered.

The Mahbubnagar-Ranga Reddy-Hyderabad Graduates' Constituency is spread over the erstwhile districts of Mahbubnagar, Ranga Reddy and Hyderabad district. After the reorganization of districts by the Government of Telangana the erstwhile (3) districts of Mahbubnagar, Ranga Reddy and Hyderabad have been reorganized into (9) districts namely, Mahbubnagar, Wanparthy, Nagarkurnool, Narayanpet, Jogulamba Gadwal, Ranga Reddy, Vikarabad, Medchal Malkajgiri and Hyderabad.

Therefore, the Heads of the Universities and Institutions mentioned in the address entry are requested to encourage all the eligible Graduates working in their organization and in all the affiliated colleges under their jurisdiction to enroll their names as electors in the Denovo Electoral rolls that are being prepared afresh for Mahbubnagar-Ranga Reddy-Hyderabad Graduates' Constituency for preparation of fair and healthy Electoral Roll.

  
Electoral Registration Officer  
MBNR-RR-HYD  
Graduates' Constituency &  
Additional Commissioner (Elections),  
GHMC



Copy submitted to the Chief Electoral Officer, Telangana for favour of information.