DAMODARAM SANJIVAYYA NATIONAL LAW UNIVERSITY

VISAKHAPATNAM

CONSTITUTION OF THE STUDENT BAR ASSOCIATION

Enacted on 10th October, 2026

PREAMBLE

WE, THE STUDENTS of *Damodaram Sanjivayya National Law University* (DSNLU), constituting ourselves for transparent, inclusive and accountable student representation, do hereby establish the Student Bar Association (SBA).

This SBA shall ensure (i) to promote Constitutional Philosophy, Morality and Culture; and (ii) to uphold Academic Excellence, Student Welfare and Safeguard Democratic Values.

DO HEREBY ADOPT, ENACT AND GIVE OURSELVES THIS CONSTITUTION.

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CHAPTER I: PRELIMINARY

Article 1: Short Title and Commencement

(a) This Constitution may be called the DSNLU SBA Constitution, 2026.

(b) The SBA shall represent the DSNLU student community enrolled in a full-time academic programme of the University.

(c) It shall come into force as and when notified by the Vice-Chancellor.

Article 2: Objectives

(a) To serve as the official representative of the Student Body and to act as the guardian of student welfare by ensuring democratic representation and decision-making at all levels.

(b) To represent Centres/Societies, which shall pursue matters of concern related to the specific objectives for which the Centres/Societies were created.

(c) To promote a culture of responsible, participatory, vibrant and inclusive student governance with discipline and accountability.

Article 3: Definitions

(a) **"Academic Year"** shall mean the period of two consecutive semesters, odd followed by even, as notified in the University's academic calendar.

(b) **"Batch"** shall mean students admitted to the same programme in the same Academic Year, with students deemed to belong to it under Art. 11.

(c) **"Batch Representative"** shall mean a member of the DSNLU student body nominated/elected by a batch under Art. 14. The DSNLU Student Executive Body shall mean the SEB under Art. 6.

(d) **"Co-Curricular Activities"** shall mean any academic activity including moot, ADR, debating, MUN, workshops, seminars, conferences and others.

(e) **"Extracurricular Activities"** shall mean fests, cultural activities, sports and other related activities.

(f) **"Nominated/Elected Member"** shall have the same meaning as a Batch Representative.

(g) **"Office"** shall mean the Office of the SBA.

(h) **"Office Bearers"** shall mean the President, the Vice-Presidents, the Secretary, the Joint Secretary, the Treasurer and any other Office Bearer created by an amendment to this Constitution.

(i) **"SGB"** shall mean the Student General Body under Art. 7.

(j) **"Student Bar Association"** or **"SBA"** shall mean the Student Body established under this Constitution.

(k) **"Student Body"** shall mean all students enrolled actively in a full-time academic programme of the University, to which the SBA is accountable.

CHAPTER II: COMPOSITION AND ELIGIBILITY

This Chapter deals with the Composition, Structure and Eligibility of the Student Bar Association, DSNLU.

Article 4: Composition of the Student Bar Association (SBA)

(a) The SBA shall be comprised of two Organs, namely the SEB and the SGB. The SEB shall be the Executive Body. The Centres and Societies may function in collaboration with the SBA. One member of the SEB may be nominated to each Centre/Society.

Article 5: Patron and Chief Patron

(a) The Patron shall be the Advisory Board constituted by the Vice-Chancellor with all the Professors, Associate Professors, two Assistant Professors and one Teaching Associate, to which disputes regarding the working of the SBA shall be referred. The decisions of the Advisory Board shall be binding on the SBA.

(b) The Vice-Chancellor of the University shall be the Chief Patron of the SBA.

(c) The Chief Patron shall be the appellate authority for resolving all issues relating to the Student Body, including the decisions of the Advisory Board.

Article 6: DSNLU Student Executive Body (SEB)

(a) The SEB shall be comprised of nominated/elected members who shall be known as the Batch Representatives, selected from each batch of the full-time academic programmes

by the students concerned of that respective batch.

(i) There shall be one nominated/elected members from each section generally.

(b) The SEB shall include the following Office Bearers:

(i) A President, who shall be from the 5th year of the 5-year B.A. LL.B. (Hons.) programme;

(ii) Two Vice-Presidents, one representing the 4th year of the 5-year B.A. LL.B. (Hons.) programme and the other the 3rd year of the 3-year LL.B. programme;

(iii) One Secretary shall be from the 3rd year of the 5-year B.A. LL.B. (Hons.) programme, one Joint Secretary shall be from the 2nd year of the 5-year B.A. LL.B. (Hons.) programme, and one Treasurer shall be from the 4th year of the 5-year B.A. LL.B. (Hons.) programme.

(c) The decisions of the SEB shall be taken by a simple majority of the members present and voting with a quorum of 50% of the SEB.

(d) Each member shall have one vote of equal value, and the President shall have a casting vote in case of a tie.

Article 7: Student General Body (SGB)

(a) The SGB shall consist of the Members of the SEB and the Class Representatives.

(b) The SGB shall meet at least once in a Semester, preferably in the month of August for the Odd Semester and in the month of February for the Even Semester, to discuss the progress of the SBA.

(c) The decisions of the SGB shall be taken by a simple majority of the members present and voting with a quorum of 50% of the SGB.

(d) Each member shall have one vote of equal value, and the President shall have a casting vote in case of a tie.

Article 8: Eligibility Criteria

(a) Any full-time student enrolled in an academic programme at DSNLU is eligible for nomination/election to the SBA, provided they fulfil the following criteria:

(i) The student must not have been imposed with any penalties in any disciplinary proceedings.

(ii) The student must have cleared all the dues up to the preceding academic year.

(b) All students shall abide by the DSNLU rules and regulations, including the Code of Conduct.

Article 9: Term of Members and Office Bearers

All Nominated/Elected Members and Office Bearers shall hold office for the Academic Year for which they are nominated/elected.

CHAPTER III: NOMINATION, VACANCY AND REMOVAL

Article 10: Nomination Oversight Committee (NOC)

(a) The process of nomination/election of all Office Bearers and Batch Representatives shall be conducted for every academic year under the supervision of Nomination Oversight Committee (NOC).

(b) The NOC shall be constituted for each Academic Year. It shall consist of one Professor, one Associate Professor, one Assistant Professor and one Teaching Associate, appointed by the Vice-Chancellor.

(c) The NOC shall act as a facilitative body, responsible for managing timelines, issuing notifications and ensuring logistical support.

(d) The NOC shall have wide discretionary powers, superintendence over nominations/elections and the power to make rules consistent with this Constitution.

Article 11: The Electorate

The electorate for the Nominated/Elected Members of a batch shall consist of the students of that batch.

Article 12: Nomination/Election Code of Conduct

(a) There shall be a Code of Conduct for nomination/election, as set out in Schedule I.

(b) It shall come into force from the date notified by the NOC and shall apply until the

completion of the nomination/election process.

Article 13: Nomination/Election

(a) The nomination/election process shall be held after the commencement of academic year in the following prescribed timeline:

(i) Days 1 to 3: Nominations/Elections open.

(ii) Day 4: The final list of qualified candidates shall be published.

(iii) Day 5: Release of the voting form.

(iv) Day 6: Voting.

(v) Day 7: Counting and announcement of results.

(vi) Day 10: Constitution of the SBA and first meeting, under the supervision of the NOC, in the presence of the Advisory Board, the Registrar and the Hon'ble Vice-Chancellor.

The candidates shall submit the Nomination Form as per Annexure I, and each candidate must be proposed by at least three members of the Electorate and seconded by at least another three members of the Electorate.

Article 14: Selection Procedure

(a) The candidate who receives highest number of votes shall be declared as a Nominated /Elected Batch Representative.

(b) In the event of tie, selection of the candidate shall be decided by a draw of lots.

Article 15: Vacation of Office

A member of the SEB may vacate office by tendering a resignation in writing addressed to the President or, in the case of the President, to any one of Vice-Presidents, with a copy to the Advisory Board.

CHAPTER IV: POWERS AND FUNCTIONS

Article 16: Powers of President and Vice-Presidents

(a) The President shall preside over all meetings of the SEB and the SGB.

(b) The President shall be empowered:

(i) to represent the SBA;

(ii) to coordinate with all Office Bearers; and

(iii) to lead the SBA to discuss the implementation of the SBA policies with DSNLU Administration.

(c) Vice-President (from 5 year B.A. LLB.) assume the office responsibilities of the President in the President's absence.

Article 17: Secretary

(a) The Secretary shall maintain the records of the SBA.

(b) The Secretary shall submit a bi-annual report as per Annexure II.

Article 18: Treasurer

The Treasurer shall maintain the finances of the SBA and report bi-annually to the SEB.

Article 19: General Duties of the Batch Representatives

The Batch Representatives may place their batch issues before the SEB.

Article 20: Representation before the Administration

The SEB may make representations regarding student related issues to the Vice-Chancellor and other University authorities.

CHAPTER V: MEETINGS AND DUTIES

Article 21: Meetings of the SEB

(a) A notice of meeting may be issued by the President on his/her own or on the request of four members of SEB.

(b) The President shall notify members at least two complete days in advance, along with the agenda. An emergency meeting may be convened after recording the reasons for the same in writing.

(c) The quorum shall be one-half of the total membership of the SEB.

Article 22: Minutes of the Meeting

All meetings convened by the SEB shall be recorded in writing by the Secretary, and the minutes shall be communicated to all the members present for their approval.

Article 23: Reports

The SBA shall publish an Annual Report consolidating the grievances addressed, solutions sought, events conducted, financial statement and feedback received from the Student Body.

Article 24: Code of Conduct

All SBA members are bound by the DSNLU Code of Conduct.

CHAPTER VI: AMENDMENTS TO THE CONSTITUTION

Article 25: Procedure for Amendment

(a) Amendments to this Constitution may be initiated by the SEB and discussed in SGB which can be approved by the Vice-Chancellor.

(b) All proposed amendments shall be submitted in writing to the Vice-Chancellor within one week.

(c) Vice-Chancellor in consultation with Advisory Board shall approve the proposed amendments and notify the same within one week.

CHAPTER VII: MISCELLANEOUS PROVISIONS

Article 26: Grievance Redressal

Any complaint concerning the functioning of the SBA shall be resolved by the University Grievance Redressal Mechanism established as per the UGC Regulations.

SCHEDULE I: CODE OF CONDUCT FOR THE NOMINATION PROCESS

Scope

1. The Nomination Code of Conduct (NCC) shall come into force as notified by the NOC and shall apply to all nomination-related activities until the declaration of results.
2. The Code shall apply to nomination-related activities.

General Conduct

1. All students and candidates shall uphold the dignity and decorum of the University, following the DSNLU Code of Conduct.
2. Non-adherence to the DSNLU Code of Conduct shall lead to immediate disqualification.
3. Financial inducements, including gifts, are prohibited for getting nomination/election.

Campaigning

1. Campaigning is permitted solely through discussions and interactive sessions. The use of any promotional material, printed or otherwise, is strictly prohibited.
2. Candidates may participate in debates organised by their batch and moderated by a neutral party.
3. No campaigning shall take place inside Academic Blocks, Hostels or the Mess.

Complaints and Penalties

1. A complaint of any alleged violation of the NCC shall be submitted to the NOC within twenty-four hours of the alleged violation.
2. The NOC may impose penalties ranging from warnings to disqualification, depending on the nature of the violation.
3. The decision of the NOC regarding results may be challenged within twenty-four hours.

ANNEXURE I: SBA NOMINATION FORM

Name of the Candidate:	
Roll Number:	
Programme & Year:	
Phone Number:	
DSNLU E-mail Address:	

Declaration:

I hereby declare that I agree to abide by the SBA Constitution and the Code of Conduct of DSNLU.

Proposers

Proposer	Name & Roll No.	Signature
1		
2		
3		

Seconders

Seconder	Name & Roll No.	Signature
1		
2		
3		

Signature: _____ **Date:** _

ANNEXURE II: MODEL ANNUAL REVIEW REPORT FORMAT

1. **Overview of Duties Performed:**

2. **Issues Raised by Students & Resolutions:**

3. **Events and Initiatives Undertaken:**

4. **Recommendations for Future Office Holders:**

5. **Attachments:** (E-mails, Minutes, Approvals, Feedback, etc.)

Signature of the Secretary: _____ **Date:** _____