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These Club Regulations shall instruct the activity of the clubs in the Student Union of the University of Eastern Finland. Later in these Regulations the Student Union of the University of Eastern Finland (ISYY) is mentioned as the Student Union.

The Student Union of the University of Eastern Finland

The Club Regulations of the Student Union of the University of Eastern Finland

The Executive Board accepted in its meeting 24/2017 on the 31st of August 2017

Section 1 – Scope of application

A non-profit organisation that operates in the field of the Student Union, which does not border any member of the Student Union outside of its activity and which the Executive Board of the Student Union has approved, shall be called a club. Clubs shall be liable to obey the Rules of the Student Union. Other organisations having the support of the Student Union shall be liable to obey applicably the rules these Regulations contain. The Executive Board of the Student Union shall decide on granting financial supports for the clubs.

Secretary of the Student Union, appointed to the duty, shall take care of registering the clubs into the club directory and be in charge of upholding contact information of the clubs. Chair of a club shall be liable to take care that the changes made in the contact information shall be delivered with a form intended for the purpose, for the person in charge of those forms.

Section 2 – Clubs of the Student Union

Clubs must have regular activity, of which shall be informed all members of the Student Union through the communication channels of the Student Union. Main activity of a club must be directed for its members. A club of the Student Union may use, after having a permission, name of the Student Union or its abbreviation in the name and activity of the club.

Club is not an independent body corporate. Club shall not have own assets or properties. Club shall lose its club status, in case it applies for a status of a registered association. Club cannot register into the Register of Associations by using the name of the Student Union or its abbreviation.

Section 3 – Establishing a club

Any members of the Student Union may establish a club of the Student Union. A club shall be established by having a constitutive meeting, in which shall be defined the name, purpose, aims and the forms of activity of the club. Minutes of the constitutive meeting must be signed by at least five (5) members of the Student Union who are joining the club.

Rules must be made for the club.

Section 4 – Accepting a club as the club of the Student Union

After a constitutive meeting, a club must deliver the minutes of the constitutive meeting, the contact information of the club in a form intended for the purpose, action plan of the club and a suggestion for the rules of the club, into the office of the Student Union.

Secretary General, or another staff member appointed to duty by them, shall inspect the delivered documents. In case all the required details are not found in the documents, the Chair of the club, applying for accepting, shall be asked to complete the application.

As the appropriate application documents have been inspected, the Executive Board shall process the club application. As the Executive Board states that the purpose of the club correlates with the purpose and aims of the Student Union and that there is not a club with a same purpose in the same campus, the Executive Board may accept the club as the club of the Student Union. Nevertheless, the Executive Board may reject the club application for a fundamental reason. The Chair of the club must be informed about the decision without delay.

In case a club does not use the example regulations, it shall be a duty of the Executive Board to accept the rules of the club. If the Executive Board states that the rules of the club cannot be accepted, the Executive Board may ask the club to make a new suggestion of the rules.

Section 5 – Rules of a club

In the rules of a club must appear the following:

- 1) the name, purpose, aims and the forms of activity of the club;
- 2) members of the board the way they are being chosen;
- 4) who is in charge of the club's management of finances;
- 5) the date of the club's annual meeting;
- 6) the way of convening a meeting of the club, and
- 7) possibilities of non-members of the Student Union to participate in the activity of the club.

The rules of the clubs shall be accepted by the Executive Board of the Student Union.

Section 6 – Board of a club

The board of a club shall be chosen in an annual meeting of the club. The term of office of the board shall end as the club has chosen a new board. The board must consist of at least three members. The board must have at least a Chair, Vice Chair, Secretary and a person in charge of the finances of the club. Duties of other members of the board may be defined in the rules of the club. In case the rules do not define the tasks, the board may define them by itself.

Section 7 – Finances

Through a request, clubs registered in the club directory may have financial operating grant and access rights to the premises of the Student Union, for their activity. In case a club has applied or is going to apply for other grants, there must be a mention about it in the request for the operating grant. In that case, the other financing sources must be expressed as attachments of the request.

As granting the operating grant for a club, the Executive Board of the Student Union shall have a right to decide on the schedule of paying the grant or parts of it and according to consideration, to set terms concerning the usage and accounting of the grant. All monetary transactions of a club must be in the accounting of the Student Union.

Section 8 – Members of the clubs

All members of the Student Union shall have a right to participate in the activity of any club of the Student Union.

Persons studying in the University of Eastern Finland, who have a possibility to become members of the Student Union, must become members of the Student Union to participate in the activity of the clubs. A club may decide in its own rules whether an attending student of the University of Eastern Finland, who cannot become a member of the Student Union or a person, who does not study in the University of Eastern Finland, may participate in its activity. The Executive Board shall decide the size of an annual fee for a member of the club, who is not a member of the Student Union, from the proposal of the club.

At least one member of the Student Union shall be in the board of a club.

Section 9 – Removing from the directory

With its decision, the Executive Board of the Student Union shall remove a club from the club directory of the Student Union in case:

- 1) the club has decided to be dismantled according to its own rules;
- 2) the club cannot be regarded as operating in the field of the Student Union anymore;
- 3) the club has neglected its duty of making an approvable report of the usage of its operating grant;

- 4) the club has been stated to operate against the aims of the Student Union or its own rules; or
- 5) the activity of the club may be regarded as inoperative.

Before deciding to remove a club from the club directory, the club must be given a possibility to be heard. Information from the decision of removing the club from the club directory with its arguments must be given for the last-reported chairperson of the disbanded club, with an extract of the minutes of the Executive Board.

Section 10 – Dismantling and disbanding

If continuing an activity of a club is stated to have gotten unnecessary, the club must inform the Executive Board about this immediately. After hearing the club, the Executive Board may disband the club and remove it from the club directory. Written information must be given for the last-reported board of the club, from the decision of disbanding with its arguments. Dismantled or disbanded club must return the assets it possesses for the Student Union.

Section 11 – Changes

The Executive Board of the Student Union shall decide on changing these Regulations with a simple plurality.

These Regulations shall come into effect on the 31st of August 2017.