**Rules for the student activities**

**§ 1 The purpose of the student activities**

The Student Organization of Agder (STA) wishes to have a vibrant and active student environment with participation among all students. The idea behind student activities is to create a social setting, continuity and cooperation across the different years, studies and faculties at the University of Agder.

**§ 2 Membership**

The student activities are a part of the Student Organization of Agder and is submitted to STA`s rules and regulations.

The student activities can have parent companies. The parent company must be informed of the fact that it not in any way can overrule the STA – member or STA as an organization.

**§ 2.1 New membership**

New student activities can apply for membership of the Student Organization of Agder.

**§ 2.2 Application**

**§ 2.2.1.** The application for new membership must contain the following: the reason for applying, regulations, a list with all members, and a list with all board members. The list with all members must contain the name and study of all the members. To be able to apply for membership, it must consist of a minimum of 15 semester-registered members, of whom the majority belongs to the University of Agder. The board must consist of a minimum of three, of whom the majority belongs to the University of Agder. Student activities must be open for all semester-registered students whom belongs to the Student Welfare Organization (SiA). A student activity is denoted as a study program activity when it is associated with one or several studies where the students` automatically becomes a member. The study program activity can delineate membership regarding the fields of study.

**§ 2.2.2.** The deadline for handing in the application for new membership is 4 weeks before the subsequent meeting at the Student Parliament (SP). Before handing in the application, the student activity must have summoned and held a general meeting for establishment. The general meeting is to be held at the campus where the student activity is established.

*Cf. attachment 1 regarding general meetings.*

**§ 2.3 Considerment in the Student Parliament**

The Student Parliament (SP) looks at and approves applications for membership in STA.

Student activities that apply for membership in STA must hold a 5 minutes speech to SP where they state the reasons for wanting a membership of STA. Thereafter SP can ask questions before the STA-board will present its preposition. If the student activity abstains from holding a speech, the application will not be treated by SP.

**§ 3 Rights**

As a member of STA, the student activities have the following rights:

1. The right to make a statement in cases involving them
2. The right to obtain help from STA in cases involving them
3. The possibility to obtain an office space, if it is possible and in accordance with existing house rules
4. The possibility to lend a car, copy machine, phone, camera and other equipment, if it is possible and in accordance with the equipment rules
5. The possibility to have a mail shelf at the STA- office
6. The possibility to have a stand at the start of semester-festival, *Cf. agreement with SiA*
7. The possibility to have information on STA`s home page
8. The possibility to have a stand in *Vrimlehallen/Gata* for free
9. The possibility to use meeting rooms on campus, in *Alibiet* and on the second floor on *Bluebox*, in accordance with existing house rules
10. The possibility to use rooms for partying in *Alibiet/The cellar at Bluebox*, in accordance with existing house rules

**§ 4 Obligations**

As a member of STA, the student activities have the following obligations:

1. Have their own organizational number in the Brønnøysund Register Centre
2. Have their own organizational bank account which is independent from possible parent companies or other organizations
3. Have their own regulations
4. Have a regular mail account for the activity
5. Attend meetings that are summoned by STA
6. Hand in an activity report twice a year
7. Be updated on information from STA, and make sure that STA has updated contact information for everyone in the current board
8. Check the mail shelf on a regular basis
9. Make sure that STA has an updated written description of the activity, for information to the students. The description shall be in both Norwegian and English

**§ 5 Breech of the rules**

A breech of the rules can, as an uttermost consequence lead to the student activity being excluded from STA. Examples of consequences can be replacement of equipment, suspension and being excluded from STA. The timeline for consequences is described in *attachment 2- time lines.*

**§ 6 Dissolution of a student activity**

Dissolution of a student activity must be done in consultation with STA. All existing means must be paid back to the fund for means from SiA, except when there are existing demands.

STA is responsible for redistributing the equipment, in cooperation with SiA.

**Passed on the 20th of May 2015**

**Revised on the 20th of March 2018**

**Attachement 1 – guideline**

**This document is meant as a guideline for how an open meeting can be summoned and held.**

 § 2.2.2, states: Before handing in the application, the student activity must have summoned and

 held an open meeting for establishment. The open meeting is to be held at the campus where the

 student activity is established.

 A general meeting must be open for all semester registered students at the University of Agder.

 The student activity should put the summons for the general meeting out 14 days at the latest

 before the meetings is to be held.

The summons should contain the following:

|  |  |  |
| --- | --- | --- |
|  |  |  |
|  | a) | Who is summoning |
|  | b) | The purpose of the meeting |
|  | c) | Time and place  |
|  | d) | The agenda |
|  |  |  |
|  | Ways to summon the general meeting can be: |
|  |  |  |
|  | a) | The tv-screens on campus  |
|  | b) | Social media  |
|  | c) | The Uniby- app |
|  |  |  |
|  | Example of cases that can be treated:  |
|  |  |  |
|  | a) | Constitution |
|  | b) | Election of moderators |
|  | c) | Approvement of the summon |
|  | d) | Approvement for regulations |
|  | e) | Election of a board  |
|  |  |  |

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| --- | --- |
|  | **Attachment 2 – time lines**  |
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|  | **1. If the student activity does not hand in the activity report** |
|  |  |  |
|  | a) | The first time this happens; |
|  |  | The student activity receives a written warning that states that they are obligated to hand in an activity report.  |
|  | b) | The second times this happens; |
|  |  | The student activity receives a written warning that states that they have received two written warnings in STA`s system, and will then be summoned to a mandatory meeting with STA.  |
|  | c) | The third time this happens; |
|  |  | The student activity receives a written warning that states they have received three written warnings in STA`s system, and that a case concerning being banned from STA will be put through. This case will be treated by the Student Parliament.  |
|  |  |  |
|  | **2. If the student activity does not participate in meetings summoned by**  STA:  |
|  |  |  |
|  | a) | The first time this happens; |
|  |  | The student activity receives a written warning stating that they are obligated to participate on meetings summoned by STA.  |
|  | b) | The second times this happens; |
|  |  | The student activity receives a written warning that states that they have received two written warnings in STA`s system, and will then be summoned to a mandatory meeting with STA.  |
|  | c) | The third time this happens; |
|  |  | The student activity receives a written warning that states they have received three written warnings in STA`s system, and that a case concerning being banned from STA will be put through. This case will be treated by the Student Parliament.  |
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|  | **3. Removal of warnings**  |

 If a student activity has followed all rules and regulations through a study year without

 receiving new warnings, one warning will be taken away.