



EEU

STATUTE OF THE EEU STUDENT CLUBS



Approved by the order №11 / 01-01 of April 28, 2022 of the Rector of the University

EEU

1. General Provisions

1. This Regulation defines the powers of the student clubs (hereinafter referred to as the "**Club**") of East European University LLC (hereinafter referred to as the "**University**"), the basic principles and objectives of its activities.
2. A student club is a voluntary association of students, graduates around a common educational-creative or scientific interest / goals, which is established and functions in accordance with the rules established by this Regulation.
3. The club is autonomous from the university and is managed by the club charter.
4. The club can apply to the university to finance its activities.

2. The purpose of the club and the main priorities of the activity

1. The aim of the club is to help students / graduates to realize their interests and skills through a variety of activities and events, to prepare them for career success and to develop positive emotions and loyalty towards the university.
2. The main priority directions of the club are:
 - a) Stimulate the generation of ideas in students, to express their interests and to support their refinement and implementation;
 - b) Increase the involvement of students in extracurricular activities;
 - c) Support and feedback on student projects;
 - d) Development of relations between students and active social life, promotion of student integration in the university environment;
 - e) Organizing conferences and popularizing scientific activities among young people;
 - f) Liaison with foreign student organizations at the club level (for example, scientific)

3. Creation / registration of a student club and its management

1. The East European University Club is registered, supported and revoked by the **Club Support and Development Council** (hereinafter referred to as the "Council").
2. The Council consists of the Deputy Deans of the Faculties and the representatives of the Administration.

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- a) Head of the Department of Scientific Research and Development;
 - b) Head of the Education Department;
 - c) Head of the Financial and Material Resources Management Department;
3. The Board is chaired by a representative, Head of the Scientific Research and Development Department.
4. Functions and tasks of the Board:
- a) The desire of students to form a club and take care of their development;
 - b) Drawing up a scheme for the selection and evaluation of clubs and its development;
 - c) Implementing the training of clubs, promoting the generation of ideas and motivating / encouraging them;
 - d) Identifying the problems of the clubs and taking care of their elimination;
 - e) To provide various consultations for the development of clubs and to popularize their activities;
 - f) Receiving applications for the establishment of a club, reviewing the submitted structure and selecting it / granting status to the club;
 - g) Receiving a report on the activities carried out by the club and controlling the progress;
 - h) Management of resources allocated to clubs and distribution as needed;
 - i) Submitting a report on the work of the clubs to the Rector;
 - j) Stimulation of joint projects and development of cooperation relations.
5. The club must consist of a team of at least 5 people.
6. Club registration is done by filling out the **online registration form** from <https://stud.eeu-el.ge> (**see the link:** <https://www.surveymonkey.com/r/R9SHYN6>) and when registering the club, submit the club charter, which should contain the following information:
- a) The name of the club, which should not match the name of the club already registered at the East European University;
 - b) Information about the founder and members (name, surname, personal number);
 - c) Information about the main purpose, goals, field of activity of the club;
7. Club registration documents can be submitted during the school year.
8. Within 5 working days after the submission of the registration documents, the Board makes a decision on the registration or refusal of the club, in which case the application will be returned to the applicant with remarks..
9. **Founder of the Student Club:**
- a) The founder of the club can be only a student with active status at the East European University.

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- b) The founder of a club may not be the founder or president of another club.
 - c) In case of violation of the rule specified in sub-paragraphs a-b of paragraph 3.10, the club is obliged to terminate the rights and duties of the founder no later than 5 days after the fact is revealed.
10. A member of a student club is a motivated person, who can be:
- a) A student with active status at East European University, a graduate;
 - b) Members of not more than 3 clubs at the same time;
12. The Student Club **Mentor** is an academic or visiting staff member from an East European University, or a member of an Elite Club involved in the Club's activities.

13. Student Club Administration

- a) The administration of the club consists of the president of the club and other administrative units defined by the regulations of the club.
- b) The management structure of the club, other management bodies, the rules of their creation / activity and the authorities are defined by the club charter.
- c) The administration of the club may not be the administration of another club.
- d) The club can be led by the president of the club, who facilitates the generation of ideas, is responsible for the quality management of projects, increases the awareness of the club.
- e) The president of the club may be elected by a majority vote of the members of the club.
- f) The functions and duties of the founder of the club are determined in accordance with the rules established by the club charter;

14. The club is registered / canceled by the Board, based on the application filled in by the founders in accordance with the rules defined by this regulation or in the event that the club has violated its authority or the club has a low rating (0-10) during the last semester in accordance with Article 4 paragraph 4. Instead of abolishing the club, the board may also consider changing the governing body.

4. Club obligations

- 1. The club carries out activities thematically based on the profile.
- 2. East European University should be involved in all activities.

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3. The beneficiary of any event must be an East European University student and / or graduate and / or school-leaver and / or employee. If the beneficiary of the project / event is another person, their identity, quantity and function in the submitted project or application should be defined..
4. Several clubs can implement a joint project.
5. In order to disseminate information about the event, the club is obliged to provide the necessary information to the Board 10 working days in advance.
6. In order to hold a public lecture, before inviting a person, the club is obliged to coordinate the activity with the board and invite the person only with consent.
5. The club is not authorized to invite different media outlets or to cover information about its planned project / events through various media outlets without the agreement of the board..
6. The club has the obligation to periodically add 2 or more new members through a competition. See the form:<https://www.surveymonkey.com/r/RWT3XTN>
7. The club has an obligation to involve / invite graduates to events.
8. Coordination with the board regarding the planned events and the club program;
9. Provide information to the Board about club renewals, new members each semester.
10. Each semester submission to the Board about the activities carried out by the club;

5. Club rating, evaluation and motivation scheme

1. The activities of the club are evaluated and ratings are made according to the evaluation criteria established by the board.
2. Criteria for evaluating the activities of the club (evaluation diagram, see Annex 1):
 - A) the number of ideas submitted;
 - B) number of implemented projects;
 - C) Involvement of students and graduates;
 - D) originality and effectiveness of project ideas;
 - E) Assisting and cooperating with other clubs;
 - F) Student satisfaction.
3. Each of the evaluation criteria (see Annex 1) is evaluated with a minimum of 1 and a maximum of 5 points. The total maximum score is 30 points.

4. According to the evaluation received at the end of the year, ratings are made (bad - 0-10 points, average - 11-15 points, good - 16-20 points, very good - 21 and more points) and the club of the year will be revealed.
5. **Club motivation scheme:**
 - 5.1. A club can become an elite club that implements big projects (including complex ones with other clubs) and has the obligation to become mentors (to help new clubs).
 - 5.2. The highest rated club of the year will be awarded a transitional prize (cup, sceptre...).
 - 5.3. The author / authors implementing the most outstanding projects will receive a letter of thanks from the Rector.

6. Student Project Competition

1. The rules and conditions for holding a competition, reviewing project proposals, awarding grants for funding scientific, cultural and sports projects submitted by students at East European University are regulated in accordance with the "Student Project Financing Rules"..

7. Sanctions

1. In case of violation of the obligations established by this Regulation by the Club, the following sanctions may be applied by the Board:
 - A) Warning
 - B) Suspension of the right of activity for the club for a period of one to six months
 - C) Cancellation of the club
 - D) Change the management of the club.
2. When imposing the sanction provided for in paragraph 1 of Article 7, the founder of the club shall not have the right to establish another club within the period of validity of the sanction..

8. Transitional Provisions

1. Rules for adopting, repealing, amending and supplementing the statute.
 - a) The regulation is approved, repealed, amended and supplemented by the Rector of the East European University.

Appendix 1 - Evaluation Scheme

Student Club Assessment Scheme

Name of the club	
Surname of the founder / president	

	Name the criteria	1	2	3	4	5
1	Number of ideas submitted					
2	Number of completed projects					
3	Involvement of students and alumni					
4	Originality and effectiveness of project ideas					
5	Assisting and collaborating with other clubs					
6	Student Satisfaction					
Sum: _____ points						
Range of points						
Bad		Average		Good		Very good
0-10		11-15		16-20		21 and more

Signature of appraisers:	
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