

REGULATIONS CONCERNING STUDENT ASSOCIATIONS

(approved by the Executive Board on 29 January 2016 and amended on 25 November 2022)

INHOUD

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CHAPTER I: GENERAL PROVISIONS

Article 1 Definitions

For the purposes of these regulations, the following definitions shall apply

- **Operational fund:** the fund that finances one-off expenses of recognized student associations or projects or provides support in emergency situations, and which consists of the part of the university subsidy for student work that is not immediately allocated to the *konvents* but is reserved by the VKV;
- **AJZ:** Legal Office, Administrative Affairs Department: juridischezaken@ugent.be;
- **Special majority of votes:** 2/3 or 4/5 majority of votes (abstentions, blank votes and invalid votes shall not be counted as votes cast, neither in the denominator nor in the numerator);
- **DSA:** Student Activities Office;
- **DSV:** Student Facilities Department;
- **Recognized student association:** a student association, with or without legal personality, that has been recognized by Ghent University in accordance with the procedure described in these regulations and that is incorporated within a *konvent* (also referred to as "member association" in these regulations);
- **Simple majority of votes:** more votes in favour than against (abstentions, blank votes and invalid votes shall not be counted as votes cast, neither in the denominator nor in the numerator);
- **Konvent:** an umbrella organization of recognized student associations, with or without legal personality, recognized by Ghent University in accordance with the procedure described in these regulations;
- **Public student activity:** a student activity that is accessible to everyone, without making a distinction on the basis of the criteria included in the anti-discrimination legislation and the non-discrimination statement of Ghent University, and that has been made public (e.g. on a website, social media, posters, flyers). However, access may be limited to all members of the student association or to only enrolled persons (with an objective and non-discriminatory justification, e.g. due to limited space), unless the statutes of the *konvent* which the student association wishes to join do not allow such a restriction. A public activity differs from a private activity where there is a personal connection between the organizer and the attendees and/or these attendees receive a personal invitation. A general assembly of the student association, a board meeting, an activity only for the board members (e.g. team building, training),... (i.e. not an exhaustive list), are not to be regarded as public student activities;
- **Project association:** student association that organizes cross-*konvent* projects;
- **Student activity:** an activity organized by a student association, mainly aimed at Ghent University students. A student activity can take place both online and in person;
- **Student administrator:** coordinator of the Student Activities Office (DSA): <https://dsa.ugent.be/> - dsa@ugent.be;
- **Student association:** a membership organization, working group or other group of mainly Ghent University students, with or without legal personality, established and organized mainly for the benefit of the Ghent University students;
- **Assembly of *konvent* chairs [Vergadering van konventsvoorzitters]** (abbreviated "VKV"): the consultative body of the *konvents*, project associations, *Schamper* and

Urgent.fm npo (non-profit organization) chaired by the student administrator;

Article 2 Objectives

Ghent University wants to support student association life. To this end, the university recognizes and funds student associations and *konvents* that propagate the mission and values of Ghent University, contribute to the integration of students into the university community and the development of social connection amongst students, and stimulate their personal development.

Both participation in student activities and commitment as chair of an association can contribute to the sociocultural development of students and their social, cultural and democratic education. Student association life also offers a forum to fulfil a social role of critical observation and contestation and to defend the interests and rights of students as a social group.

Article 3 Values

§1. Student associations that act contrary to democratic principles and fundamental rights and freedoms as contained in the Constitution and the European Convention for the Protection of Human Rights and Fundamental Freedoms (ECHR), anti-discrimination legislation, criminal law and other applicable legislation, incite or aim to contribute to their legitimization, cannot be recognized.

§2. Recognized student associations must always show respect for human integrity (physical and psychological integrity), personal dignity and privacy (cf. the Generic Code of Conduct for the processing of personal data and confidential information at Ghent University. No form of transgressive behaviour is permitted. Recognized associations act in accordance with the non-discrimination statement of Ghent University and Ghent University's Code of Conduct on Transgressive Behaviour. Recognized student associations are obliged to commit to the Ghent initiation decree (cf. the website of the City of Ghent, annual updates possible: <https://stad.gent/nl/student-gent/studenten-vrije-tijd/studentenverenigingen>) and to the Flemish framework for initiation and other student-like activities (<https://onderwijs.vlaanderen.be/nl/studenten/studentenorganisaties/vlaams-doopkader>).

Article 4

The terms laid down in these regulations are suspended during the study, examination and holiday periods as stipulated in the academic calendar.

Article 5

Any registered letter sent without a mailing receipt is deemed to have been received the third working day after the postmark.

CHAPTER II: THE RECOGNITION OF STUDENT ASSOCIATIONS AND *KONVENTS*

Section 1: Conditions

Article 6

A student association that wants to be recognized by Ghent University must meet a number of conditions:

- 1) In order for a student association to be recognized in accordance with these regulations, the members do not all have to be Ghent University students. However, it is required that both the chair, the vice-chair, the treasurer and the webmaster are Ghent University students who are enrolled for at least 27 ECTS credits in the academic year in which they hold the managerial term of office (with the exception of the master's graduation year and the master-after-master graduation year);
- 2) The organized activities are mainly for the benefit of Ghent University students;
- 3) At least ten (10) public student activities organized (or at least co-organized) by the candidate member association in the twelve (12) month period prior to the date of submission of the application must be demonstrated; the list must contain sufficient evidence (e.g. a link to the announcement on the candidate member association's website or Facebook page, or a flyer) demonstrating at least the date and topic of the student activity, the public nature and the fact that the candidate member association was the organizer or at least a co-organizer; for each student activity, it must be stated whether and how this activity fits in with the objectives of the candidate member association;
- 4) Both the objective of the candidate member association and the ten (10) public student activities must
 - (i) respect the democratic principles and fundamental rights and freedoms, anti-discrimination law, criminal law and other applicable legislation as set out in Article 3;
 - (ii) meet the general objectives of Article 2, and
 - (iii) fit within the framework of the objectives of the *konvent* one wishes to join in accordance with the statutes of this *konvent*.

Section 2: The application for recognition

Article 7

§1. The recognition of a student association means the inclusion in a *konvent* recognized by Ghent University. In order to be included in an existing *konvent* or to be recognized as a *konvent* together with other student associations, the candidate member association submits a substantiated application for recognition to the student administrator.

§2. There can be two applications for recognition per student association per academic year, and this on two occasions:

- in the first semester, in lesson week 4; or
- in the second semester, in lesson week 3.

Late applications will be returned by the student administrator to the candidate member association without further consequences and with the notification that the application was not submitted within the required period.

§3. Applications are followed up and coordinated by the student administrator during the recognition procedure.

Subsection 1: Inclusion in an existing konvent

Article 8

In the application, the candidate member association introduces itself and its operation and explains why it believes it is eligible for recognition. Furthermore, on penalty of inadmissibility, at least the following documents shall be enclosed with the application:

- the statutes of the candidate association that must be drawn up according to the model available on the website of the DSA;
- a long-term objective of the candidate member association supplemented by a (provisional) programme;
- evidence that the chair, the vice-chair, the treasurer and the webmaster are Ghent University students who are enrolled for at least 27 ECTS credits in the academic year in which they hold the managerial term of office (with the exception of the master's graduation year and the master-after-master graduation year, in accordance with Article 6, 1);
- evidence of the number of public student activities organized, in accordance with Article 6, 3.

Each *konvent* has the opportunity, with substantiation, to impose additional, but not contrary to these regulations, conditions for recognition in its statutes. If necessary, the candidate member association adds additional documents to its application, in accordance with the statutes of the *konvent* the candidate member association wishes to join.

Article 9

§1. The student administrator examines the admissibility of the application.

The application is inadmissible if

- it is submitted late;
- it does not contain at least the information specified in Article 8;
- the student association does not meet the conditions imposed in Article 6.

§2. The student administrator shall provide the candidate member association with a substantiated written notification of the decision "admissible" or "inadmissible" within a period of twenty (20) calendar days from the day after receipt of the application.

The student administrator sends admissible applications to the chair of the *konvent* the candidate member association wishes to join.

Article 10

§1. The chair of the *konvent* places the application on the agenda of the next session of the General Assembly for which the invitation, agenda and documents can be sent in time (at least

fifteen (15) calendar days before the date of the General Assembly) and informs the student administrator when this session will take place.

§2. The General Assembly of the *konvent* expresses its opinion on

- the compatibility of the objectives of the candidate membership association with the objectives of the *konvent*,
- the compatibility of the (evidenced and public) student activities with the objectives of the candidate member association, of which at least five (5) must be compatible. The statutes of a *konvent* may stipulate that more (although max. ten (10)) (of the evidenced and public) student activities must be compatible.

The candidate member association is given the opportunity to argue its application at the General Assembly of the *konvent*. The candidate member association is not present at the deliberations.

§3. The General Assembly of the *konvent* proceeds to the vote. In order to cast valid votes, at least 2/3 of the voting members must be present or validly represented. All substantiated decisions shall be taken by a 2/3 majority of the votes cast.

In the event of an insufficient number of eligible voters present, the assembly shall be reconvened at the earliest fifteen (15) calendar days later. Voting at that assembly is valid regardless of the number of people present.

§4. The General Assembly of the *konvent* makes a written substantiated statement of "compatible" or "non-compatible" within 6 weeks from the day after receipt of the file. The ruling of the General Assembly of the *konvent* serves as a recommendation to the Director of Student Facilities.

The report containing this statement must be approved. Such approval, as regards the part of the report relating to the application for recognition, shall be carried out electronically and within seven (7) calendar days after receipt of the draft report. After approval, the chair of the *konvent* sends the file back to the student administrator.

Article 11

§1. In certain cases, the student administrator can withdraw the file from the General Assembly of the *konvent* and transfer it to the VKV, namely:

- if the student administrator has not received the report with the decision of the General Assembly of the *konvent* within a period of 8 weeks from the day after receipt of the file by the chair of the *konvent*,
- if the voting (attendance quorum/majority of votes) has not taken place as stated in Rule 10;
- if the decision of the General Assembly is not substantiated or has not been approved in time as stated in Article 10;
- if the *konvent* goes through a remediation period, in accordance with Article 37.

§2. The candidate member association is given the opportunity to argue its application at the

assembly of the VKV. The candidate member association is not present at the deliberations.

§3. Where appropriate, the VKV will, instead of the General Assembly of the *konvent*, issue a substantiated statement of "compatible" or "non-compatible" within 6 weeks from the day after receipt of the file and in accordance with the provisions of Article 44 §2. The VKV's ruling serves as a recommendation to the Director of Student Facilities.

The report containing this statement must be approved. Such approval, as regards the part of the report relating to the application for recognition, shall be carried out electronically and within seven (7) calendar days after receipt of the draft report.

Article 12

§1. The student administrator brings the advisory ruling (or lack thereof) to the attention of the candidate member association and sends the file to the Director of Student Facilities. If the *konvent* or the VKV did not issue a recommendation in time, the student administrator will send the file to the Director of Student Facilities without recommendations from the *konvent* or the VKV.

§2. The candidate member association has the opportunity to submit a written substantiation to the student administrator within seven (7) calendar days, counting from the day after the notification mentioned above. The student administrator sends a copy of this substantiation to the Director of Student Facilities and the chair of the *konvent* the candidate member association wishes to join.

§3. Within a period of twenty (20) calendar days, counting from the day after receipt of the file, the Director of Student Facilities will take a decision regarding the recognition or non-recognition of the student association.

The ruling of the Director of Student Facilities is brought to the attention of the student association concerned and the chair of the *konvent* the student association wishes to join, with a copy to AJZ.

Subsection 2: Establishment of a new *konvent*

Article 13

§1. Five or more student associations, each of which meets the conditions for recognition as set out in Article 6 of these regulations, which have a common objective that is in line with the objectives set out in Article 2, but does not fit within the framework of the objectives of an existing *konvent*, can submit an application to establish a new *konvent* and therefore also be recognized as a student association.

§2. In the application, the candidate member associations introduce themselves and their activities and explain why they believe they are eligible for recognition and why they believe that a new *konvent* should be established for this purpose. The application includes, in addition to the documents relating to the recognition of the candidate member associations (in

accordance with Article 8), at least the following documents relating to the recognition of the *konvent*:

- presentation, vision and long-term objective of the *konvent*;
- sufficient explanation of the objective of the *konvent* and how the objective differs from the objective of the existing *konvents*;
- the statutes of the *konvent* that need to be drawn up according to the model available on the website of the DSA;
- evidence that the chair, the vice-chair and the third board member of the *konvent* are Ghent University students who are enrolled for at least 27 ECTS credits in the academic year in which they hold the managerial term of office (with the exception of the master's graduation year and the master-after-master graduation year, in accordance with Article 6, 1).

Each *konvent* has the opportunity, with substantiation, to impose additional, but not contrary to these regulations, conditions for recognition in its statutes. If necessary, the candidate member association adds additional documents to its application, in accordance with the statutes of the *konvent* the candidate member association wishes to join.

Article 14

§1. The student administrator examines the admissibility of the application.

The application is inadmissible if

- it is submitted late;
- it does not contain at least the information specified in Article 13 §2;
- there are not at least 5 student associations that meet the conditions imposed in Article 6.

§2. The student administrator shall provide the candidate member associations with a substantiated written notification of the decision "admissible" or "inadmissible" within a period of twenty (20) calendar days from the day after receipt of the application.

Article 15

§1. The student administrator, as chair of the VKV, places the application on the agenda of the next session of the VKV for which the invitation, agenda and documents can be sent in time in accordance with the internal regulations of the VKV.

§2. The VKV expresses its opinion about

- the objective of the *konvent* and the extent to which the objective differs from the existing *konvents*;
- the compatibility of the objectives of the candidate membership association with the objectives of the *konvent*;
- the compatibility of the (evidenced and public) student activities with the objectives of the candidate member association, of which at least five (5) must be compatible. The statutes of a *konvent* may stipulate that more (although max. ten (10)) (of the evidenced and public) student activities must be compatible.

The candidate member association is given the opportunity to argue its application at the session of the VKV. The candidate member association is not present at the deliberations.

§3. The VKV proceeds to the vote. In order to cast valid votes, at least 2/3 of the voting members must be present or validly represented. All substantiated decisions shall be taken by a 2/3 majority of the votes cast.

In the event of an insufficient number of eligible voters present, the assembly shall be reconvened at the earliest fifteen (15) calendar days later. Voting at that assembly is valid regardless of the number of people present.

§4. The VKV makes a written substantiated statement of "recognition" or "non-recognition" within a period of 6 weeks from the day after receipt of the file. The ruling of the VKV serves as a recommendation to the Director of Student Facilities.

The recommendation shall be included in the report of the assembly and approved electronically within seven (7) calendar days after receipt of the draft report.

Article 16

§1. The student administrator brings the advisory ruling (or lack thereof) to the attention of the candidate member association and sends the file to the Director of Student Facilities.

The candidate member associations have the opportunity to submit a written substantiation to the student administrator within seven (7) calendar days, counting from the day after the notification mentioned above. The student administrator sends a copy of this substantiation to the Director of Student Facilities and the VKV.

§2. Within a period of twenty (20) calendar days, counting from the day after receipt of the file, the Director of Student Facilities will take a decision regarding the recognition or non-recognition of the *konvent* and the candidate student association. Insofar as there are enough (5) student associations to establish a *konvent*, this may mean that some student associations are recognized and others are not.

The ruling of the Director of Student Facilities is brought to the attention of the student association concerned and the KVK, with a copy to AJZ.

Section 3: Internal appeal in the event of non-recognition

Article 17

The candidate member association(s) may lodge an appeal against the decision of the Director of Student Facilities with the university board within a limitation period of thirty (30) calendar days from the day after receipt of the decision of the Director of Student Facilities, and this on penalty of inadmissibility. The substantiated notice of appeal is sent to the secretary of the university board. The candidate member association(s) will also send a copy of the notice of appeal to the Director of Student Facilities, to the student administrator and, if applicable, to

the chair of the *konvent* the candidate member association(s) wish(es) to join. In the event of the establishment of a new *konvent*, the student administrator will inform the VKV.

Article 18

§1. The university board examines the admissibility of the file. If the appeal is inadmissible, the university board will decide to reject the appeal with substantiation on the grounds of its inadmissibility. The appeal procedure is thus closed.

§2. Admissible files are dealt with by the university board, which seeks substantiated recommendations from the Social Affairs Council.

The candidate member association(s) that has/have lodged the appeal, as well as the *konvent* the candidate member association wishes to join (each time a maximum of two representatives), has the right to be heard by the Social Affairs Council (not the university board) at its own request and the right to inspect the documents that the Social Affairs Council involves in its deliberations. To this end, they submit a written request to the Secretary of the Social Affairs Council at the latest seven (7) calendar days before the day on which the Social Affairs Council will discuss the file.

Both the Social Affairs Council and the university board can, in the context of dealing with the appeal, and without being obliged to do so, hear anyone who wishes to be heard, both written and oral.

During the deliberations, the candidate member association(s) and the *konvent* must leave the room.

§3. After obtaining the substantiated recommendation of the Social Affairs Council, the university board decides as soon as possible cf. the planning of the assemblies:

- or to confirm the decision contested by the appeal
- or to review the decision contested by the appeal.

The decision of the university board is substantiated and may be linked to suspensive conditions that the *konvent* or a student association must meet.

Section 4: Compliance

Subsection 1: Administrative obligations of recognized student associations and konvents

Article 19

§1. Before 15 October of each year, each *konvent* and each recognized student association provides the student administrator with an overview of the board members who meet the required conditions (Article 6 with regard to student associations, Article 13 with regard to *konvents*, including a certificate of enrolment showing that the board members are enrolled for sufficient ECTS credits), as well as a list of at least three delegates, including the account holders of the bank account of the association. The list mentions the student ID number, telephone number, e-mail address and residential address of the delegates, as well as their

function within the *konvent* or the association, respectively.

For *konvent* boards, a substantiated exception may be granted by the student administrator with regard to the minimum number of delegates.

A delegate of a recognized student association cannot at the same time be a delegate of another recognized student association within the same *konvent*, with the exception of the *konvent* board itself.

Any change in the list of board members and delegates must be communicated to the student administrator within 48 hours.

§2. Before 15 October of each year, each recognized student association also submits a copy of its statutes to the student administrator. Any change in the statutes must also be communicated immediately to the student administrator.

The statutes of each recognized student association are available for inspection at the DSA by every interested party.

The statutes of the *konvents* are published on the DSA website.

§3. This article does not apply to Urgent.fm npo, which has specific governing bodies.

Article 20

Recognized student associations and *konvents* that do not (or cannot) comply with the administrative obligations included in Article 19 by the set date are suspended by operation of law (so that they cannot exercise their rights as a recognized student association or *konvent*) until they (can) meet these obligations. During this period, the student associations concerned, members of the suspended *konvent*, will be placed directly under the authority of the VKV, including for the distribution of subsidies.

If this suspension lasts for a period of twelve (12) months, the student association or *konvent* will automatically lose its recognition. In the event of loss of recognition of a *konvent*, the member associations concerned which do not belong to another *konvent* at that time will lose their recognition by operation of law. Where appropriate, the student administrator will report on this to the VKV, the Social Affairs Council, the Director of Student Facilities and the university board (via DSV).

Subsection 2: Protective measures with regard to recognized student associations

Article 21

§1. With regard to recognized student associations that violate (internal or external) regulations, cause serious disturbance or endanger the safety of persons, protective measures can be taken. Protective measures are urgent or interim measures. They can be taken in case of urgency or as a signalling function that a disciplinary procedure may follow with regard to

one or more board members. Protective measures do not exclude the procedures provided for in Article 24 *et seq.* (suspension) and Article 30 *et seq.* (exclusion).

§2. Protective measures shall take effect immediately, unless otherwise stipulated in the decision. They shall be imposed for a period not exceeding three (3) months. In the event that a suspension, exclusion or disciplinary procedure has been initiated, the Student Associations Committee may, by substantiated decision, extend this period by a maximum period of three (3) months at a time.

Article 22

§1. The Director of Student Facilities investigates the facts after a complaint from a clearly identified complainant or on their own initiative.

§2. If the Director of Student Facilities is of the opinion that the violation, disturbance or breach of security is of such a nature that protective measures are appropriate, the Director of Student Facilities will transfer the file to the chair of the Student Associations Committee.

§3. If the Director of Student Facilities is of the opinion that the facts are of such a nature that a disciplinary sanction is required, a complaint may be submitted by the Director of Student Facilities, in accordance with [the Disciplinary Regulations for Students](#), to the rector who – without prejudice to the possibility of taking additional disciplinary measures – can decide after examining the complaint whether or not to refer the complaint to the Student Disciplinary Committee.

Article 23

§1. The Student Associations Committee consists of five voting members, being

- the Chief Logistics Administrator, who is also chair;
- the Director of Student Facilities;
- the student administrator;
- the delegate of the VKV in the Social Affairs Council;
- a changing representative of the *konvent* of the student association concerned.

The committee can only meet validly if at least half of the members are present. Decisions are taken by a majority of 4/5 of the votes cast.

§2. The Student Associations Committee may take all appropriate measures with regard to the student association or one or more board members. A measure shall be imposed in a substantiated written decision. There is no obligation to hold a hearing. Board members of the student association can be heard at the request of the committee.

§3. The decision to impose a protective measure cannot be appealed.

Subsection 3: Suspension of recognized student associations

Article 24

§1. A recognized student association can be temporarily suspended because of

- non-compliance with one of the conditions for recognition as provided for in these regulations and the statutes of the *konvent*;
- violation of Article 3, the general objectives set out in Article 2 and/or the statutes of the *konvent*;
- non-compliance with [the rules and regulations of the student house *De Thermana*](#);
- the sabotage and/or obstruction of the activities of another association;
- the improper use of subsidies.

§2. A suspension may be imposed for a maximum period of six (6) months. The decision to suspend must be thoroughly substantiated and must be proportionate to the errors or flaws of the member association. The suspension may be extended for periods of up to three (3) months at a time, provided that this decision is substantiated. During the suspension, the student association concerned temporarily loses all its rights as a recognized student association.

3.1. Via the General Assembly of the *konvent*

Article 25

§1. The General Assembly of a *konvent* may temporarily suspend a member association in the cases provided for in Article 24 §1.

§2. The member association concerned has the right to defend itself at the General Assembly of the *konvent*. The member association is not present at the deliberations.

§3. Votes can only be validly cast if at least 2/3 of the voting members are present (or validly represented). All substantiated decisions shall be taken by a majority of 2/3 of the votes cast. In the absence of a sufficient number of eligible (or validly represented) voters, no voting can take place and the assembly will be reconvened at the earliest fifteen (15) calendar days later. At this (second) assembly, votes can be cast validly regardless of the number of attendees (or valid representatives).

§4. The report concerning this decision must be approved by the General Assembly of the *konvent*. Such approval, as regards the part of the report relating to the suspension, shall be carried out electronically and within seven (7) calendar days after receipt of the draft report. After approval, the chair of the *konvent* brings the approved decision to the attention of the student administrator and the member association concerned.

Article 26

§1. The member association concerned may, within a limitation period of thirty (30) calendar days from the day after notifying the member association of the approved decision of the General Assembly, lodge an appeal with the university board against the decision of the General Assembly of the *konvent* to suspend a member association, and this on penalty of inadmissibility. The substantiated notice of appeal is sent to the secretary of the university

board. The member association also sends a copy of the notice of appeal to the student administrator and to the chair of the *konvent* from which the member association has been suspended.

§2. The appeal does not cancel the suspension pronounced by the General Assembly of the *konvent*.

Article 27

§1. The university board examines the admissibility of the file. If the appeal is inadmissible, the university board will decide to reject the appeal with substantiation on the grounds of its inadmissibility. The appeal procedure is thus closed.

§2. Admissible files are dealt with by the university board, which seeks substantiated recommendations from the Social Affairs Council.

The suspended member association that has lodged the appeal, as well as the *konvent* to which the member association belongs, has the right to be heard by the Social Affairs Council (not the university board) at its own request and the right to inspect the documents that the Social Affairs Council involves in its deliberations. To this end, they submit a written request to the Secretary of the Social Affairs Council at the latest seven (7) calendar days before the day on which the Social Affairs Council will discuss the file.

Both the Social Affairs Council and the university board can, in the context of dealing with the appeal, and without being obliged to do so, hear anyone who wishes to be heard, both written and oral.

During the deliberations, the member association and the *konvent* must leave the room.

§3. After obtaining the substantiated recommendation of the Social Affairs Council, the university board decides as soon as possible cf. the planning of the assemblies:

- or to confirm the decision contested by the appeal
- or to review the decision contested by the appeal.

The decision of the university board is substantiated and may be linked to conditions that the student association must meet.

3.2. Via the student administrator

Article 28

§1. If there is reason to do so, the student administrator may submit a substantiated proposal to the university board to suspend a recognized student association for the reasons stated in Article 24 §1.

§2. As soon as the secretary of the university board is informed of the fact that a parallel procedure is underway that was initiated by the *konvent* in accordance with Article 25, the

procedure provided for in Article 29 will be stopped and the university board will only act as an appeal body in accordance with Article 26 and Article 27 (in case a suspension was imposed by the *konvent* and the student association appeals). The file, as compiled by the student administrator, is included in the deliberations.

Article 29

§1. The file is put on the agenda of the university board, which seeks substantiated recommendations from the Social Affairs Council.

The member association whose suspension is requested by the student administrator, as well as the *konvent* to which the member association belongs, has the right to be heard by the Social Affairs Council (not the university board) at its own request and the right to inspect the documents that the Social Affairs Council involves in its deliberations. To this end, they submit a written request to the Secretary of the Social Affairs Council at the latest seven (7) calendar days before the day on which the Social Affairs Council will discuss the file.

Both the Social Affairs Council and the university board can, in the context of dealing with the appeal, and without being obliged to do so, hear anyone who wishes to be heard, both written and oral.

During the deliberations, the member association and the *konvent* must leave the room.

§3. After obtaining the substantiated recommendation of the Social Affairs Council, the university board decides as soon as possible cf. the planning of the assemblies whether or not to suspend the student association. The decision of the university board is substantiated and may be linked to conditions that the student association must meet.

Subsection 4: Exclusion of recognized student associations

Article 30

§1. A recognized student association can be excluded because of

- no longer meeting one of the conditions for recognition as provided for in these regulations and the statutes of the *konvent* if the member association after a period of suspension cf. is not complying with Article 24;
- blatantly¹ violating Article 3, the general objectives set out in Article 2 and/or the statutes of the *konvent*;
- repeated non-compliance with [the rules and regulations of the student house De Thermana](#);
- the malicious or violent sabotage/obstruction of the activities of another association;
- the blatant improper use of subsidies;
- substantial or repeated shortcomings of the annual report as referred to in Article 51, or where the annual report does not appear to correspond to reality, without prejudice to the provisions of Article 52.

¹ Where a temporary suspension is not considered an adequate measure.

§2. The decision to exclude must be thoroughly substantiated and must be proportionate to the errors or flaws of the member association. As a result of the exclusion, the student association concerned loses its recognition as a student association and all rights deriving from it.

4.1. Via the General Assembly of the *konvent*

Article 31

§1. The General Assembly of a *konvent* can exclude a member association in the cases provided for in Article 30 §1.

§2. The member association concerned has the right to defend itself at the General Assembly of the *konvent*. During the deliberations, the member association must leave the room.

§3. Votes can only be validly cast if at least 2/3 of the voting members are present (or validly represented). All substantiated decisions shall be taken by a majority of 2/3 of the votes cast. In the absence of a sufficient number of eligible (or validly represented) voters, no voting can take place and the assembly will be reconvened at the earliest fifteen (15) calendar days later. At this (second) assembly, votes can be cast validly regardless of the number of attendees (or valid representatives).

§4. The report concerning this decision must be approved by the General Assembly of the *konvent*. Such approval, as regards the part of the report relating to the exclusion, shall be carried out electronically and within seven (7) calendar days after receipt of the draft report. After approval, the chair of the *konvent* brings the approved decision to the attention of the student administrator and the member association concerned.

Article 32

§1. The member association concerned may, within a limitation period of thirty (30) calendar days from the day after notifying the member association of the approved decision of the General Assembly, lodge an appeal with the university board against the decision of the General Assembly of the *konvent* to exclude a member association, and this on penalty of inadmissibility. The substantiated notice of appeal is sent to the secretary of the university board. The member association also sends a copy of the notice of appeal to the student administrator and to the chair of the *konvent* from which the member association has been excluded.

The appeal does not suspend the exclusion pronounced by the General Assembly of the *konvent*.

Article 33

§1. The university board examines the admissibility of the file. If the appeal is inadmissible, the university board will decide to reject the appeal with substantiation on the grounds of its inadmissibility. The appeal procedure is thus closed.

§2. Admissible files are dealt with by the university board, which seeks the substantiated recommendation of the Social Affairs Council.

The excluded member association that has lodged the appeal, as well as the *konvent* to which the member association belongs, has the right to be heard by the Social Affairs Council (not the university board) at its own request and the right to inspect the documents that the Social Affairs Council involves in its deliberations. To this end, they submit a written request to the Secretary of the Social Affairs Council at the latest seven (7) calendar days before the day on which the Social Affairs Council will discuss the file.

Both the Social Affairs Council and the university board can, in the context of dealing with the appeal, and without being obliged to do so, hear anyone who wishes to be heard, both written and oral.

During the deliberations, the member association and the *konvent* must leave the room.

§3. After obtaining the substantiated recommendation of the Social Affairs Council, the university board decides as soon as possible cf. the planning of the assemblies:

- or to confirm the decision contested by the appeal
- or to review the decision contested by the appeal

The decision of the university board is substantiated and may be linked to conditions that the student association must meet.

4.2. Via the student administrator

Article 34

§1. If there is a reason to do so, the student administrator may submit a substantiated proposal to the university board to exclude a recognized student association for the reasons stated in Article 30 §1.

As soon as the secretary of the university board is informed of the fact that a parallel procedure is underway that was initiated by the *konvent* in accordance with Article 31, the procedure provided for in Article 35 will be stopped and the university board will only act as an appeal body in accordance with Article 32 and Article 33 (in case an exclusion was imposed by the *konvent* and the student association appeals). The file, as compiled by the student administrator, is included in the deliberations.

Article 35

§1. The file is put on the agenda of the university board, which seeks substantiated recommendations from the Social Affairs Council.

The member association whose exclusion is requested by the student administrator, as well as the *konvent* to which the member association belongs, has the right to be heard by the Social Affairs Council (not the university board) at its own request and the right to inspect the documents that the Social Affairs Council involved in its deliberations. To this end, they submit

a written request to the Secretary of the Social Affairs Council at the latest seven (7) calendar days before the day on which the Social Affairs Council will discuss the file.

Both the Social Affairs Council and the university board can, in the context of dealing with the appeal, and without being obliged to do so, hear anyone who wishes to be heard, both written and oral.

During the deliberations, the member association and the *konvent* must leave the room.

§3. After obtaining substantiated recommendations from the Social Affairs Council, the university board decides as soon as possible cf. the planning of the assemblies whether or not to exclude the student association. The decision of the university board is substantiated and may be linked to conditions that the student association must meet.

Subsection 5: Loss of recognition and dissolution

Article 36

§1. A student association or *konvent* loses its recognition by operation of law in the event as provided for in Article 20, Article 37, Article 52 and in the event of dissolution.

In the event of dissolution on its own initiative, the student association shall immediately inform the student administrator.

§2. Without prejudice to the specific procedure provided for in Article 37, the student administrator shall report the loss of recognition of the student association by operation of law to the relevant *konvent*, the VKV and the Director of Student Facilities.

Article 37

§1. If at a given moment a *konvent* comes to consist of four or fewer student associations or if the board comes to consist of fewer than 3 board members, the *konvent* must report this as soon as possible to the student administrator, who then reports this to the Director of Student Facilities and the VKV.

§2. The student associations concerned have the opportunity, for a period of twelve (12) months, from the notification to the student administrator, to

- extend the management of the *konvent* to a minimum of 3 board members;
- submit an application for recognition to another existing *konvent* (if applicable) in accordance with the procedure provided for in Article 8 *et seq.* of these regulations; or
- to seek affiliation with one or more other student associations and, provided that the number of five or more student associations has been reached and there are at least 3 board members, to:
 - o reactivate the *konvent* concerned, which had come to consist of an insufficient number of recognized student associations (as the recognized *konvent*) without having to follow a special procedure for this purpose, on the understanding that the newly affiliated student association(s) must follow the recognition procedure in

- accordance with Article 8 *et seq.* of these regulations; the student administrator, who will report on this to the Director of Student Facilities and the VKV, must be informed within the aforementioned period of twelve months (12); or
- establish a new *konvent* with a different objective and sufficient board members, in which case the procedure provided for in Article 13 *et seq.* of the regulations must be followed.

During the aforementioned remediation period of twelve (12) months, the *konvent* is suspended by operation of law. Its member associations will retain their rights as recognized student associations during this suspension. The student associations concerned, members of the *konvent* that has come to consist of an insufficient number of recognized student associations or an insufficient number of board members, will be placed directly under the authority of the VKV during this period, including for the distribution of subsidies.

§3. If it is not possible to reactivate the relevant *konvent* which had come to consist of an insufficient number of student associations or an insufficient number of board members within the remediation period as mentioned above, this *konvent* will be dissolved by operation of law, and the member associations that do not belong to another *konvent* at that time will lose their recognition by operation of law. Where appropriate, the student administrator will report on this to the VKV, the Social Affairs Council, the Director of Student Facilities and the university board (via DSV).

CHAPTER III: THE *KONVENTS* AND THE ASSEMBLY OF *KONVENT* CHAIRS

Section 1: The statutes of the *konvent*

Article 38

§1. The statutes of the *konvent* must comply with all applicable laws, decrees, and rules and regulations of Ghent University, including these regulations. The statutes of the *konvent* may not deviate from the provisions of these regulations (neither in a stricter sense nor in a more flexible sense) unless a provision expressly provides that this is possible.

§2. The statutes shall determine at least:

- the specific objectives of the *konvent*;
- the condition that the objectives of two or more member associations must not overlap substantially;
- the procedure for the temporary suspension of the student associations that are members of the *konvent*;
- the procedure for the exclusion of the student associations that are members of the *konvent*;
- based on objective criteria, the method of internal distribution and, where appropriate, redistribution of the budget within the *konvent* and the procedure to be followed;
- the method of decision-making within the *konvent* and the method by which the chair and their substitute are appointed;
- the procedure for amending the statutes.

The statutes are drawn up in accordance with the model as made available on the DSA website.

Article 39

§1. A proposal to amend the statutes of the *konvent* is transmitted by the *konvent* to the student administrator who submits the proposal to AJZ for review and any adjustments. Once the proposal is final and approved by the General Assembly of the *konvent*, the student administrator submits the proposal of amended statutes to the Social Affairs Council (if necessary with an indication of the provisions that deviate from the recommendation of AJZ).

§2. The General Assembly of the *konvent* can only validly deliberate and decide on amendments to the statutes if the proposed amendments are precisely indicated in the convocation and if at least 2/3 of the members of the assembly are present (or validly represented²). If the latter condition is not fulfilled, a second convocation is necessary and the new assembly deliberates and decides validly, regardless of the number of members present or represented. The second assembly may not be held within 15 (fifteen) calendar days following the first assembly. An amendment is only adopted if it has received 2/3 of the votes cast. However, if the amendment of the statutes relates to the object or non-profit objective of the association, it is only adopted if it has obtained 4/5 of the votes cast.

§3. The Social Affairs Council shall, as soon as possible in accordance with the schedule of the assemblies, issue a substantiated recommendation on the proposal to amend the statutes. The Secretary of the Social Affairs Council passes this recommendation and the necessary documents to the secretary of the university board. The university board approves or rejects the amendment of the statutes.

If in the event of a substantiated decision the university board opposes the amendment that has been made, it can indicate in what sense the statutes must be amended. Only after this amendment will the statutes be considered approved, after which they will still have to be ratified by the General Assembly of the *konvent*. The student administrator will be informed about this.

Section 2: The board of the *konvent*

Article 40

The board of the *konvent* consists of at least three (3) members: chair, vice-chair and a third board member who is also the contact person for the DSA. These board positions can only be taken up by Ghent University students who are enrolled for at least 27 ECTS credits in the academic year in which they hold the managerial term of office (with the exception of the master's graduation year and the master-after-master graduation year). Only within the *SeniorenKonvent* is an exception allowed for the position of vice-chair where one of the two vice-chairs can be a student of a university college of the Ghent University Association.

Section 3: General Assembly of the *konvent*

² In so far as the statutes of the *konvent* provide for such representation

Article 41

§1. The General Assembly consists of the members being the recognized student associations. Each member association sends a delegate to the General Assembly. The General Assembly is the highest body of the *konvent*.

§2. The General Assembly of the *konvent* has at least the following authority:

- amending the statutes of the *konvent* and its interpretation;
- deciding on the compatibility of the objectives and activities of a candidate member association in the context of an application for recognition;
- the temporary suspension or exclusion of member associations;
- determining the internal budget distribution within the *konvent*;
- the appointment and dismissal of the board members.

§3. The *konvent* shall provide the student administrator with a copy of each approved and dated report of the General Assembly within fifteen (15) calendar days from the formal approval by the General Assembly of the report concerned, subject to shorter deadlines in special cases as included in these regulations.

§4. Votes can only be validly cast if at least 1/2 of the voting members are present (or validly represented). All substantiated decisions are taken by a simple majority of the voting members present (or validly represented). The statutes of the *konvents* may provide for a stricter attendance quorum and majority of votes, except where these regulations impose a certain attendance quorum or a special majority of votes.³

In the absence of a sufficient number of eligible voters present (or validly represented), no voting can take place and the assembly will be reconvened at the earliest fifteen (15) calendar days later. At this (second) assembly, votes can be cast validly regardless of the number of attendees (or valid representatives).

Section 4: Assembly of *Konvent* Chairs

Article 42

§1. The Assembly of *Konvent* Chairs (VKV) is the consultative body of the *konvents*, project associations, *Schamper* and Urgent.fm npo.

§2. The VKV consists of the following voting members:

- the *konvents* (chairs and their substitutes);
- the editor-in-chief of *Schamper*;
- the president of Urgent.fm npo;
- the project associations.

³ Being: Article 39 §2 (amendment statutes *konvent*); Article 10 §3 (recognition student association); Article 25 §3 (suspension recognized student association); Article 31 §3 (exclusion recognized student association).

Each voting member has one vote, except for the project associations, which have one vote collectively. In the absence of mutual agreement between the project associations, their vote shall be considered as one abstention.

Specifically with regard to room allocation in *De Therminal*, Ghent University's Student Union also has one vote.

Urgent.fm npo does not participate in the voting on the distribution of subsidies, as Urgent.fm npo is financed by Ghent University in a different way. Only Ghent University students take part in the vote on Ghent University-related matters.

§3. The VKV consists of the following advisory members:

- the VKV representative in the Social Affairs Council;
- the chair of Ghent University's Student Union.

§4. The delegate of the VKV in the Social Affairs Council is elected annually by Ghent University's Student Union, on the recommendation of the VKV. To apply, one must be a Ghent University student who is enrolled for at least 27 ECTS credits in the academic year in which the managerial term of office is held and have at least one year of managerial experience in a *konvent*, project association, *Schamper* or Urgent.fm npo. The delegate shall consult the members of the VKV about the position of the VKV on the agenda items of the Social Affairs Council and shall abide by that position.

§5. The assemblies of the VKV are chaired by the student administrator. The student secretary of the DSA is the secretary of the VKV.

Article 43

§1. The VKV has at least the following authority:

- deciding on the distribution of subsidies between the various *konvents*;
- advising on applications for recognition of *konvents* and student associations (in application of Article 8 and Article 13);
- advising the student administrator on the services of the DSA, including the operation of the student house *De Therminal*;
- promoting collaboration and relations between the *konvents*;
- discussing all student-related matters in which the recognized student associations or their members have an interest;
- representing all recognized student associations, both internally (Ghent University, Social Affairs Council) and externally (consultation with the City of Ghent).

§2. The VKV acts as a *konvent* board for the project associations, with regard to recognition, suspension and exclusion of the project associations.

§3. The VKV is committed to the organization of events, whether or not in collaboration with partners.

Article 44

§1. At least monthly, an assembly is convened by the student administrator, except during the study, examination and holiday periods as stipulated in the academic calendar. The assembly dates for the current semester are set at the first VKV of that semester. At the request of two voting members, an additional assembly can be convened.

§2. Votes can only be validly cast if at least 1/2 of the voting members are present (or validly represented). All substantiated decisions are taken by a simple majority of the votes cast, except for the substantiated decisions regarding subsidies, amendments of regulations, recognition of student associations, recognition of *konvents* and the nomination to the Ghent University's Student Union of the delegate in the Social Affairs Council, which are taken by a majority of 2/3 of the votes cast. In the absence of a sufficient number of eligible (or validly represented) voters, no vote can take place and the assembly will be reconvened at the earliest fifteen (15) calendar days later. At this (second) assembly votes can be cast validly regardless of the number of attendees (or valid representatives).

Section 5: Project associations

Article 45

A project association is a student association that organizes cross-*konvent* projects that meet the objectives set out in Article 2 and act in accordance with the values set out in Article 3.

The chair and vice-chair of a project association are Ghent University students who are enrolled for at least 27 ECTS credits in the academic year in which they hold a managerial term of office (with the exception of the master's graduation year and the master-after-master graduation year); subject to substantiated exceptions.

Article 46

The project associations, just like the independent student magazine *Schamper* and the student radio Urgent.fm npo, enjoy the same facilities and have the same administrative obligations as the recognized *konvents*, unless specific deviations are stated in these regulations.

CHAPTER IV: FUNDING OF STUDENT ASSOCIATIONS

Section 1: Funding of recognized student associations

Article 47

§1. Recognized student associations are eligible for funding by Ghent University as long as they meet the conditions set out in these regulations and the student association has not been suspended or excluded or no incompatible protective measures have been taken.

The member associations of the *SeniorenKonvent* are not eligible for direct funding.⁴

⁴ The *SeniorenKonvent* does receive subsidies as a *konvent*, but does not distribute this amongst its

§2. Making Ghent University's land, rooms and infrastructure available free of charge, or renting them out below the market price, and all kinds of other operating facilities, is considered a form of (indirect) funding.

§3. It is not prohibited to organize profitable activities and/or to make profits, insofar as the profit is intended for the achievement of the non-profit objective of the student association.

§4. This chapter does not apply to Urgent.fm npo, which is funded otherwise by Ghent University.

Section 2: Distribution and disbursement of subsidies

Article 48

§1. Each year, the university board makes an amount available to the DSA to fund student activities. The budget, reserved by Ghent University for student activities, is distributed amongst the *konvents*, the project associations and the independent student magazine *Schamper* and the Operational Fund. This distribution is determined annually at the latest in March by the VKV by a majority as stipulated in Article 44 §2.

§2. The VKV determines which part of the total budget is allocated to the Operational Fund. The budget reserved for the Operational Fund can be used for acute needs and special activities.

What remains in the Operational Fund is distributed in a substantiated manner at the end of the calendar year amongst the *konvents* and the project associations. The Operational Fund is managed by the student administrator and the VKV together.

§3. A *konvent* is entitled to at least 90% of the budget allocated for the preceding financial year, unless the reduction is substantiated and explained by objective factors. In order to put an end to these successive reductions, the *konvent* concerned must itself adequately refute those objective reasons.

§4. In the absence of a proposal to distribute the VKV that obtains a sufficient majority under Article 44 §2, the distribution of the previous financial year, with any adjustments proportional to the changes in the total budget for student activities and after deduction and making available for redistribution of one-off or exceptionally allocated budgets for the previous financial year, is submitted to the university board as a proposal.

Article 49

§1. The budgets allocated to the *konvents* in accordance with Article 48 are distributed by the respective General Assemblies of the *konvents* to the recognized student associations that are part of the *konvent* according to the rules included in the statutes of the relevant *konvent*. This funding assembly is held in April so that any recommendation from the student administrator (cf. Article 53 §2) can be taken into account.

member associations; it uses this for cross-association activities such as the *Gravensteen* festivities.

§2. The subsidies to which the member associations of the *konvents* are entitled are paid out in two instalments. A first instalment of 50% in May, a second instalment of 50% in November. A newly recognized student association is entitled to subsidies at the earliest as of the calendar year after submitting the application for recognition.

Article 50

The *konvent* chairs communicate to the student administrator the budgets allocated as a result of internal budget allocation per recognized student association, as well as any changes thereto as a result of any redistributions.

Section 3: Supervision

Article 51

§1. To justify the subsidy, every *konvent*, every recognized student association⁵, as well as every project association and the independent student magazine *Schamper* draws up an annual report in which it reports on the past year of operation (calendar year).

The annual report contains:

- an overview of the chairs, active chairs as well as chairs who left at the changeover of the academic year;
- a chronological activity report of all public student activities in the past calendar year;
- an overview of all non-public activities, including general assemblies, board meetings and activities for board members;
- a statement of purchases of durable goods (limited to those goods that can be depreciated) that do not directly benefit the target group;
- a financial report indicating the total profit or loss for the preceding calendar year.

Student associations shall also add to the annual report a mention of the required ten (10) public student activities organized (or at least co-organized) by the association in the past year (i.e. the calendar year prior to submission of the annual report), supported by sufficient evidence that shows at least the date and subject matter of the student activity, the public nature and the fact that the association was an organizer or at least a co-organizer; which shows that these activities were announced via the website of the DSA⁶ as stipulated in these regulations, and which shows that at least five (5) of these activities are part of the objectives of the student association. In the financial report, the student associations also state the costs and income incurred, profit or loss per activity for the required ten (10) public student activities.

§2. The annual report is drawn up in accordance with the template as made available on the DSA website. When writing the annual report, recommendations can be requested from the *konvent* and/or the student administrator/DSA.

⁵ Regardless of whether they are directly subsidised or not

⁶ The requirement of announcement via the website of the DSA applies from the moment the student association was recognized by Ghent University.

§3. The annual report is submitted to the student administrator before 5 March of each year.

Article 52

Anyone who cannot or does not meet the obligations set out in Article 51 by the set date will be suspended by operation of law (so that the rights as a *konvent*, recognized student association, project association or independent student magazine *Schamper* cannot be exercised) until one meets or can meet these obligations. If this suspension lasts for a period of twelve (12) months, the *konvent*, the student association, the project association or *Schamper* will lose recognition by operation of law. The student administrator informs the VKV and the Director of Student Facilities, and if applicable, the relevant *konvent* and/or the student associations involved, the project association or *Schamper* of the suspension or loss of recognition.

In the event of suspension of a *konvent*, the student associations concerned fall directly under the authority of the VKV, including for the distribution of subsidies.

In the event that the *konvent* loses its recognition by operation of law as a result of non-compliance with the obligations laid down in Article 51, the member associations concerned which do not belong to another *konvent* at that time will lose their recognition by operation of law. Where appropriate, the student administrator will report on this to the VKV, the Social Affairs Council, the Director of Student Facilities and the university board (via DSV).

Article 53

§1. The DSA analyses the annual reports. For the purpose of verifying these regulations, the student administrator may make comments and ask questions to any *konvent*, any recognized student association, any project association and *Schamper* that the student manager deems necessary regarding the use of the allocated subsidy budget and the existence of an effective operation, without intervening in the internal operation of the *konvent*, the recognized student association, the project association or *Schamper*.

One is obliged to respond to these questions or comments within the reasonable period set by the student administrator.

§2. If the student administrator determines that the subsidy is not being used adequately or improperly, the student administrator will send the annual report to the VKV (for *konvents*, project associations and *Schamper*) or to the *konvent* to which the student association is affiliated, respectively, together with recommendations on possible measures or sanctions. The student administrator will provide the recommendations no later than 5 April so that the recommendation can be taken into account in the distribution of the subsidies for the new financial year. This recommendation is also sent to the Director of Student Facilities. The VKV or the *konvent* informs the student administrator of the follow-up given to the recommendation. The student administrator informs the Director of Student Facilities.

Article 54

Any *konvent*, any recognized student association, any project association and the independent

student magazine *Schamper* may ask the student administrator to conduct an investigation into a *konvent*, a recognized student association, a project association or *Schamper*, provided that it puts forward serious reasons that warrant such an investigation and has a justifiable interest.

The student administrator is obliged to inform the applicant of the follow-up given by the student administrator to the request.

Article 55

Every six months, the student administrator draws up a general report on the functioning of the DSA, the functioning of the *konvents* and the recognized student associations, including a financial report. This report is communicated to the Director of Student Facilities, the VKV and the Social Affairs Council.

CHAPTER V: FINAL PROVISIONS

Article 56

With regard to amendments to these regulations, obtaining recommendations from the VKV and the Social Affairs Council is mandatory.

Article 57

These regulations will enter into force on 1 January 2023. At the latest at the start of the academic year 2023–2024, the *konvents* must have adapted their statutes to the provisions of these regulations and this cf. the procedure of Article 38–Article 39. The first annual report cf. Article 51 (new format) concerns the calendar year 2023 and should therefore only be submitted in the calendar year 2024. The annual report for the calendar year 2022 will be drawn up and submitted in accordance with the provisions in the [Regulations concerning student associations, as approved by the Executive Board on 29 January 2016](#).