

**Georgian National University SEU**

**Student Club Regulations of  
Georgian National University SEU**

**Approved**

by the Rector's Order №1046 of September 15, 2023

Tbilisi

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## **Article 1. General Provisions**

1. These Regulations determine the procedure for the establishment and funding of student clubs (hereinafter – “the Club”) of Georgian National University SEU Ltd (hereinafter – “the University”), their powers, main principles and goals of their activities.
2. Student Club represents a voluntary association of students with the purpose of implementing learning, scientific, creative and/or cognitive activities, which is established and operates according to the procedure established under these Regulations.

## **Article 2. Club’s Goal**

1. The goal of the Club is to help students in realization of their interests and skills by means of diverse activities and events, to prepare them for career success and to develop in them positive emotions and loyalty towards the University and towards each other.
2. The following are the main priority directions for the establishment of the club:
  - a) Stimulation of generation of ideas in students, marking out their interests and providing support for their refinement and realization;
  - b) Increasing of participation in the extracurricular activities of students;
  - c) Supporting student projects and feedback;
  - d) Developing relations among students and active social life, promotion of student integration within the university environment;
  - e) Organization of conferences and popularization of scientific activities in youth;
  - f) Communication with foreign student organizations at club level.

## **Article 3. Establishment (registration) and dissolution of Student Club**

1. The faculty of respective direction makes a decision regarding the establishment/dissolution of the university club, which aims at the implementation of learning and/or scientific activities, and the Career Development and Alumni Relations Office makes a decision regarding the establishment of clubs created in order to implement creative and/or cognitive activities;
2. The Career Development and Alumni Relations Office provides support for the development of registered club, together with respective faculties;
3. Only the student with active student status may be the founder of the Club, his/her GPA of the last semester must not be less than 2.5. The Club must have a chairman and an organisational team. The number of members of the latter must not be less than 3 (including the Club chairman).
4. The same person may not be the founder of two or more clubs. This restriction does not apply to the club members.
5. The number of members in the club is not limited;

6. The club is registered via “www.seu.edu.ge”, by filling in the online registration form posted on the website.
7. Upon the registration of the Club, the applicant shall submit the Regulations of the Club, which shall contain the following information:
  - Name of the Club, which must include the words “Club of Georgian National University SEU/Name/”. The name must not coincide with the name of already registered club;
  - Club’s activities and goals, also information on the founder, organisational team and members (if such exist) (name, surname, personal No., email, phone number, program);
8. The registration documents of the club may be submitted during the academic year.
9. According to the first point of this Article, the Career Development and Alumni Relations Office will select the registered applications and it will submit them to the respective faculty in order to make a decision, or within its competence, it will make a decision on the registration of the club and/or on refusal to register the club. The applicant will be notified about the registration of the club or the refusal to register it.
10. The faculty and the Career Development and Alumni Relations Office shall cancel the registration of the Club in the case if within the last 6 months the Club has not done at least 2 activities. The same result will occur, if the club does not perform its obligations determined under the Article 4 of these Regulations.

#### **Article 4. Obligations of the club upon the implementation of a project/activity**

1. The club performs activities based on the goals determined under its Regulations. The University must be included in all activities implemented by it;
2. In order to participate in the activity of different topic, the club is authorized to team up with other club in relation to the project;
3. In order to spread information, the club is obliged to provide necessary information to the Career Development and Alumni Relations Office 7 working days earlier;
4. In order to hold public lecture/information meeting/trainings and other activities, before inviting a person/organisation, the club is obliged to agree the event with the administration of the University and to invite him/it only in the case of consent;
5. During the period of the election campaign announced in Georgia it is prohibited to invite the member of a political party and/or political officials;
6. The club shall prepare a report card/report on the implemented project within 5 working days;
7. The club is obliged to periodically submit information to the Career Development and Alumni Relations Office on the renewal of the club’s composition (including the chairman, the organizational team and/or the members);
8. It is necessary for the club to organize at least two meetings and/or events per semester. If the club holds only one event per semester, its right to require funding may be temporarily

suspended. If the club does not hold an event during the semester, the issue of dissolution of clubs shall arise.

9. In the case of an offer, the club shall participate in the events planned by the administration of the University.

#### **Article 5. Funding of the Student Club**

1. The club registered according to the procedure determined by these Regulations shall be authorized to receive from the University the funding for projects and/or other resources necessary for supporting the activities to be implemented, in agreement with the respective faculty and the Career Development and Alumni Relations Office;
2. The faculty, together with the Career Development and Alumni Relations Office, shall review the projects submitted by the clubs once per month, on 1-5<sup>th</sup> days of each month;
3. The club may submit a project only in an established form (Annex №1). After the submission of application, the faculty, together with the Career Development and Alumni Relations Office, shall check the correspondence of the project with the requirements determined under these Regulations (Annex №2);
4. In order to participate in grant project, all founders of the club and the beneficiaries of the project must have an active student status, except for the case, when the beneficiary is the graduate of the University. The project, which does not satisfy the requirements of these Regulations or which is not fully filled, shall not be reviewed. The project which has not been reviewed shall be returned to the initiator club with recommendations;
5. In the case of satisfying the recommendations, the club shall be authorized to submit the same project to the grant competition another time;
6. The rating of the club determined under the criteria established by the Annex №3 of these Regulations shall be considered while making a decision on the funding of the submitted projects.

#### **Article 6. Transitional Provisions**

1. By the time these Regulations enter into force, registration of all clubs operating at the University shall be cancelled and they will be authorized to reregister, according to the clauses of these Regulations.