

**ISTINYE UNIVERSITY**

**CLUB / GROUP RULES**

**ARTICLE 1-BASIS**

This charter has been prepared in accordance with the provisions of Istinye University Student Clubs and Groups Rules.

**ARTICLE 2-NAME OF THE CLUB**

Full Name of the Club

**ARTICLE 3-OPERATING PRINCIPLES OF THE CLUB**

Club / Group must abide by the operating principles

given below while determining the activities to be carried out.

- a) Club / Group cannot be engaged in any activities or exhibit attitude against the indivisible integrity of the state and the nation, the state of law, fundamental rights and freedoms, secularism, and the law all of which can be found in the Constitution of Turkish Republic.
- b) The Club / Group operates in accordance with the educational principles, academic working environment, disciplinary principles, existing regulations, circulars and decisions of the university.
- c) The Club / Group is obliged to submit the club activity form to the Student Center at least 15 days in advance, after getting the club activity form approved by their advisors for all kinds of activities they want to perform inside or outside the university.
- d) The Club / Group cannot be in contact with political parties.
- e) The Club / Group cannot discriminate in its activities based on religion, language, race, ethnic origin, nationality, gender or similar causes.
- f) The Club / Group cannot engage in commercial activities, cannot provide financial benefits to its members or the Executive Board of the Club, and cannot make any planning in this direction.
- g) The Club / Group cannot adopt an attitude contrary to the Corporate Communication policy of Istinye University in the visual material and content to be used in promotional activities and cannot use the university logo without permission.
- h) The Club / Group can plan for the activities for which sponsorship and participation fee will be requested, after receiving the opinion and pre-approval of the Student Center. The club can only start the necessary work and transactions after this pre-approval.
- i) Club / Group was established for the purpose of

**ARTICLE 4- RESPONSIBILITIES OF THE CLUB**

Sanctions regarding Club / Group responsibilities and principles are listed below.

- a) In the event that any damage or deficiency is detected when the fixtures allocated to the Club / Group use are delivered to the Student Center at the end of each academic year, the damaged or missing fixtures will be compensated by the members of the Executive Board of the Club. The Executive Board can then recourse to the faulty persons.
- b) If the Club / Group does not keep the books and records they are obliged to organize and keep (member record book, executive board decision book, activity book), fill them in a misleading or incomplete way and / or submit the relevant documents despite their request by the Student Center, the club will be closed. Clubs / Groups are also obliged to prepare a detailed activity report at the end of the academic year and submit it to the Student Center as a signed form.

**ARTICLE 5-MEMBERSHIP**

Club / Group accepts membership in accordance with the principles stated below.

- a) Club / Group members can only be of Istinye University students. People other than this cannot be registered as a member of the club. Employees from outside the University, such as coaches, trainers, etc. can only participate in the studies with the approval of the Student Center, and cannot become a member of the Club / Group.
- b) Each student who makes a membership application to the Club / Group and completes the membership registration process becomes a member of the Club / Group and is registered in the club member book by the Executive Board.
- c) Club / Group memberships of students may end as follows: In case the student graduates or dismisses the university by any other means or takes a leave of absence, his / her membership terminates automatically. In addition, the student who wants to leave the Club / Group voluntarily prepares a petition stating the matter and submits it to the Executive Board of the club, and the Executive Board of the club must accept and approve this petition.
- d) The Club / Group Executive Board may terminate the membership of members who act contrary to the "Higher Education Institutions Student Discipline Regulations numbered 2547" by majority of votes in an Executive Board meeting. The club has to record the termination decisions in the member register. (provided that the meeting minutes are kept)
- e) Student Clubs / Groups must update their member lists at the end of the semester and submit their updated member lists to the Student Center.
- f) Students may be members of more than one Club / Group, but cannot take part in the governing bodies of more than one club.
- g) When the Club / Group wants to cease its activities, it organizes a General Assembly Meeting and creates an agenda to determine the new management. In order for the club to continue its activities, if a new Executive Board is not elected at the General Assembly Meeting, the club is referred to as a passive club affiliated to the Student Center by the decision of the absolute majority of the members.

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**ARTICLE 6-BODIES OF THE CLUB**

**GENERAL ASSEMBLY AND EXECUTIVE BOARD;**

Each Club/Group that is decided to continue its activities or approved to be founded by the Student Center has to hold at least one General Assembly Meeting during each academic year. For the General Assembly Meeting, the club invites all its members via sending e-mails to their İstinye University student e-mail addresses. At the General Assembly meeting, the administrative and executive body of the club, the Executive Board is elected. The election of the Executive Board is renewed at the beginning of each academic year. The Executive Board carries out the activities, all the business and transactions of the Club as well as member relations. If the Executive Board wishes, it can present the decisions they want to make regarding club activities to the General Assembly, distribute tasks and form sub-committees.

The Executive Board is responsible for all rights and obligations imposed on the club by İstinye University Student Clubs and Groups Rules.

**SUPERVISORY BOARD;**

The aim of the Supervisory Board, which is elected after the election of the Executive Board at the General Assembly Meeting, is to check the compliance of the activities of the Executive Board with the "İstinye University Student Clubs and Groups Rules" and to read the audit report it prepares in the General Assembly Meetings. Members of the Executive Board cannot be elected to the Supervisory Board. Like the Executive Board election, the selection of the Supervisory Board is renewed at the beginning of each academic year. Clubs/Groups are obliged to submit their activity report to the Student Center at the end of the academic year by adding the audit report prepared and signed by the Supervisory Board.

**ARTICLE 7-OTHER**

All student clubs or groups of İstinye University must fully comply with the İstinye University Student Clubs and Groups Rules. The Student Center is the decision-making authority for any issue, suggestion and problem that is not included in the İstinye University Student Clubs and Groups Rules.

**FOUNDING PRESIDENT OF THE CLUB:**

**NAME SURNAME:**

**FACULTY/VOCATIONAL SCHOOL:**

**DEPARTMENT/PROGRAM:**

**STUDENT NUMBER:**

**PHONE NUMBER: 0 (       )**

**E-MAIL ADDRESS:**

**@STU.ISTINYE.EDU.TR**

**SIGNATURE:**

**Appendix:**

- 1) Statement of Claim (For founding the club)
- 2) List of the Founding Members (including at least 10 members)
- 3) Petition for the Club Advisor's Approval