

Free Academy of Tbilisi

## Student Self-Government Provision



## **Article 1. General provisions**

- 1.1. The student self-government of the Free Academy of Tbilisi LLC (hereinafter - the "Academy") is a representative body of students elected in schools by the students of the Academy by universal, equal, direct and secret elections in accordance with the requirements of the Law of Georgia "On Higher Education";
- 1.2. The legal status of student self-government is determined by the Law of Georgia "On Higher Education" and the present regulation. Student self-government activities are carried out in accordance with this provision;
- 1.3. Student self-government is an independent body operating within the academy;
- 1.4. Student self-government activities are managed by its council;
- 1.5. If the action of the student self-government contradicts the internal rules of the academy, the work of the student self-government will be suspended temporarily. The duration of the suspension is determined by the Rector and Vice Rector of the Academy;
- 1.6. The rules and conditions for the elections of the student self-government and its bodies are determined by this provision;
- 1.7. Student self-government elections are held once every 4 (four) years at the beginning of the fall semester (no later than 60 (sixty) calendar days after the start of studies);
- 1.8. The authority of the current council of the student self-government expires from the moment of the election of the new student self-government of the academy;
- 1.9. The Student Council cannot participate in political events and is not authorized to take actions that will have a negative impact on the name and prestige of the Academy;
- 1.10. The student self-government, in agreement with the administration of the academy, has its own room and inventory.

## **Article 2. Definition of terms**

### **2.1. Definition of terms used in the provision:**

- a. Student - a person who is enrolled in an educational programme of the Academy in accordance with the law of Georgia "On Higher Education";
- b. Student self-government - representative body of students of the Academy;
- c. Academy – Free Academy of Tbilisi LLC;
- d. Academy administration - the governing body of all structural units of the Free Academy of Tbilisi LLC, which carries out the management, administration and training process of the academy;
- e. School - the main educational and administrative unit of the Free Academy of Tbilisi LLC, which ensures the teaching/training of students in one or more specialties and granting them the appropriate academic degree.



### **Article 3. Goals of student self-government**

#### **3.1. The goals of student self-government are:**

- a. To protect and represent the interests of students in relations with the management bodies of the Academy;
- b. To support students in the protection, strengthening and practical realization of their rights and freedoms, their legal interests;
- c. To help students in getting highly qualified education, to help the administration of the academy in improving the educational process;
- d. To create optimal conditions for meeting the social-cultural, sports, recreation, and other needs of students, to diversify student life;
- e. To promote the rapprochement of students of different nationalities. to promote the presentation of their cultures within the academy;
- f. To establish and deepen relations with student self-governments of other higher educational institutions and other student organizations;
- g. To provide students with all necessary information within the framework of self-governance competence and to play an important role in the integration of newly enrolled students of the Academy.

### **Article 4. Power of student self-government**

#### **4.1. Student self-government within its competence:**

- a. promotes the protection of students' rights;
- b. The Student Self-Government Council presents 2 (two) student members to the governing body - the Senate;
- c. The Student Self-Government Council will present 2 (two) student members to the School Council;
- d. The members of the self-government council are authorized to attend and exercise the right to vote at the meetings of the school councils at the invitation of the school dean/deputy dean;
- e) Self-government represents the student's interests in the relationship with the governing bodies of the Academy.

#### **4.2. Student Self-Government Budget:**

- a. The student self-government is authorized to submit a one-year action plan of the self-government to the financial and material resources service of the Academy and request appropriate funding;
- b. The Financial and Material Resources Service of the Academy is authorized to allocate a special fund for the Student Council or reduce the budget in accordance with the Academy's financial situation.

**4.3.** The student self-government is authorized to organize appropriate meetings, debates, discussions, trainings, intellectual games, educational, literary, sports, cultural, entertainment/scientific and other types of events permitted by

law in order to achieve the specified goals. Student self-government is authorized to carry out charitable activities;

**4.4.** Student self-government is entitled to cooperate with other universities, governmental and non-governmental organizations, as well as with apolitical associations, state and international organizations.

#### **Article 5. Student self-government membership**

**5.1.** The member of the student self-government is the student who will be elected to the student self-government according to the rules established by the same regulation (Article 12.);

**5.2.** The authority of a member of the student self-government lasts for a period of 4 (four) academic years;

**5.3.** The power of a member of the student self-government begins from the moment of his/her election and ends:

- a. Based on personal statement;
- b. In case of appointment to an administrative position in the Academy;
- c. In case of suspension and/or termination of student status;
- d. If the student received a disciplinary punishment for violating the internal rules of the Academy and the Law of Georgia "On Higher Education", as well as in other cases provided for by the legislation of Georgia;
- e. By the decision of the self-government council, if he/she fails to carry activities and does not appear at the meetings without a good reason.

**5.4.** The student self-government may have an honorary member who is not a student of the Academy and to whom the norms stipulated by this regulation do not apply. Honorary member does not enjoy the right to vote;

**5.5.** In case of premature termination of the term of a self-government member student, the new member of the self-government becomes the person who collected the majority of votes in the last elections, but an insufficient number to be elected as a member of the self-government. A member of the self-government is elected from persons with equal votes by the self-government voting. The newly elected self-government member shall hold office for the removed member's remained period. Candidates for student self-government membership do not participate in elections.

#### **Article 6. Rights and duties of a self-government member**

**6.1. A member of the student self-government is entitled to:**

- a. Participate in the work of self-governing bodies;
- b. Have deliberative voting rights at self-government meetings;
- c. Address the self-government management bodies with proposals for the implementation of the goals defined by the bylaws;
- d. Choose and be chosen in student self-government governing bodies;
- e. Take part in the events organized by the student self-government or to develop and implement them;



f. Receive any information from the members of the student self-government about their activities.

**6.2. A member of the student self-government is obliged to:**

- a. Fulfill the duties assigned to him by the regulations of the student self-government;
- b. Protect the name, authority and property of the student government;
- c. In case of damage to the Academy's property, the Student Self-Government Council is obliged to investigate the fact and submit information about the person/persons involved in the damage to the Academy's administration. Otherwise, he will compensate the damage caused to the academy himself;
- d. Facilitate the establishment of healthy relations between the students and the governing bodies of the academy.

**Article 7. Student self-government management bodies**

**7.1. Student self-government management bodies are:**

- a. General meeting of student self-government members;
- b. President of Student Self-Government;
- c. Student Self-Government Council;
- d. Executive departments of student self-government.

**Article 8. General assembly of self-government members**

**8.1.** The general assembly of members of the self-government is the highest representative body of the student self-government, which consists of all members elected in the student self-government.

**8.2.** The general assembly of self-government members is authorized if 70% of the members is present.

**8.3.** The general assembly of self-government members is authorized to:

- a. Elect the president of the self-government by the majority of the full composition and the chairmen of the departments by the majority of the votes of those present;
- b. Dismiss the president of the self-government from his position, with 70% of the votes of the participants in the voting;
- c. The president of the student self-government, 70% of the members of the self-government council or 25% of the members of the self-government have the right to convene an extraordinary meeting of the members of the self-government.

**Article 9. President of the student self-government**

**9.1.** Any member of the student government can be elected as the president of the student government. The same student can be elected as the president of the self-government only once;

**9.2.** The president of the self-government is elected by the delegates of the student self-government for a term of 4 (four) years, by secret ballot, by more than half of the members elected in the student self-government;

**9.3.** 1/5 of the full composition of members of the student self-government has the right to nominate a candidate for the presidency of the student self-government;

**9.4.** In the event that none of the candidates has received enough votes, a second round is held for the first two candidates who have received the highest number of votes. In the event that none of the candidates could get enough votes in the second round, re-elections will be held within 5 (five) days.

**9.5. President of the Student Self-Government:**

- a. Leads the sessions of the self-government council;
- b. Coordinates the work of student self-government bodies;
- c. Convenes the meetings of the Student Self-Government Council;
- d. Submits to the general assembly of the student self-government the candidacies of the chairmen of the executive departments for approval;
- e. Represents student self-government in relations with organizations, agencies, and third parties;
- f. Convenes a general assembly of self-government members.

**Article 10. Student Self-Government Council**

**10.1.** The representative body of the student self-government is the student self-government council, which consists of the president of the student self-government and the heads of the student self-government departments;

**10.2.** The council determines the main priorities and tasks of the student self-government during the year. It defines the main principles and directions of the activities of the executive departments;

**10.3.** The council meets during the academic year as needed;

**10.4.** The meeting of the Council is authorized if the majority of members attend it; The decision is made by the majority of the votes of the attendees; In case of a split vote, the president is entitled to 2 (two) votes; An extraordinary meeting can be convened by the president of the student self-government or upon the written request of 70% of the members of the council;

**10.5.** The Student Self-Government Council is authorized to:

- a. Determine priorities for the year;
- b. If necessary, develop an annual action plan;

**Article 11. Executive departments of student self-government.**

**11.1.** To fulfill the goals of self-government, the following departments can be formed:



**Department of Internal Affairs:** protects the rights, interests and freedoms of students, helps students to solve problems within the school, is a connecting link between students and the administration;

**Department of Education and Science:** promotes the improvement of the quality of education and the spread of non-formal education in the academy;

**Department of Culture and Recreation:** organizes cultural and entertainment events, organizes hiking, camping, historical tours, rafting and other student activities. Assists other departments in organizing planned events;

**Department of External Relations:** has systematic relations with student self-governments of other higher educational institutions and other student, governmental and non-governmental organizations;

**Sports Department:** organizes various types of sports events and tournaments.

## **Article 12. Self-government elections**

**12.1.** Student self-government elections are held once in 4 (four) years no later than 60 (sixty) calendar days after the beginning of the fall semester of the academic year;

**12.2.** A student who has received a disciplinary sanction cannot become a member of the Student Self-Government Council. A member of the Student Self-Government Council automatically loses this status if he receives a disciplinary punishment during his membership;

**12.3.** All students of the Academy have the right to participate in the student self-government elections, if they meet the requirements established by this regulation;

**12.4.** The elections will be considered held if at least half of the students participate in the elections;

**12.5.** Election system for students of all courses:

a. In order to organize elections, the Academy is divided into electoral "sections" according to schools. Students of the schools elect 1 (one) student as chairman, 1 (one) student representing the school in the school council and two representatives from the course (group) in self-government. 1 (one) student may not hold more than one function in the Council. If a student is selected for more than one position, he/she retains only the senior position. To replace him, the next student who received the most votes will be elected to the second position;

b. In order to be elected in the student self-government, each course (group) represents no more than 3 (three) candidates one week before the elections;

c. The eligibility of each candidate must be confirmed by the support of 10 (ten) students.

## **Article 13. Mandate and vote counting commissions election procedure**

**13.1.** Mandatory and vote counting commissions are elected on the day before the elections at the general meeting of the



student self-government. During the selection the principle of equality of students of schools and courses should be taken into account;

**13.2.** The mandate commission consists of 3 - 5 members who are obliged to register students on the day of the elections, taking into account the lists of students provided by the dean/deputy of the school. Students participating in the elections must sign along with their first and last names, and the members of the Mandatory Commission must hand them the election ballots (list of candidates). After the registration is completed, the members of the mandate commission must draw up a protocol on the total number of declared students and the election ballot. The protocol with the signature of all members is submitted to the vote counting commission;

**13.3.** The vote counting commission consists of 3-5 members, who are obliged to organize the ballot boxes, allow the students who have declared for the elections to move freely and smoothly in a healthy environment, as well as circle the desired candidate and put the ballots in the ballot box in a systematic and organized manner. At the end of the election day, they should count the ballots, identify the winning candidates, draw up the relevant protocol and submit the list of winning candidates to the Rector of the Free Academy of Tbilisi for approval.

#### **Article 14. Final Provisions**

**14.1.** Any type of change in the regulations must be in accordance with the current legislation of Georgia and must be approved by the Senate of the Academy in the form of an amendment or addition.

