

**The Dutch version is the leading (binding) document. This document is a translation of a Dutch version of the document, because as this document dictates there should be a version in the language the association communicates in which for us is English. Ironically there is no such version from the University, so this document can contain translational errors.**

**Translated by: Michiel van Schie and ChatGPT**

**Regulations for Recognition  
Student Organizations and Code of Conduct  
Student Organizations, Radboud University**

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## **Regulations for Recognition of Student Organizations at Radboud University**

These regulations and the Code of Conduct for Student Organizations were established by the Executive Board on November 5, 2024, [following approval by the University Student Council (USR) on October 15, 2024]. This regulation replaces the 2019 version and retroactively takes effect as of September 1, 2024.

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# Chapter 1: Recognition and Procedure

## Article 1.1 General Provisions

1. Recognition is a mutual agreement between Radboud University and the student organization in question. The decision to grant recognition is assessed and determined by the Allocation Committee of Student Life and International Mobility (SLIM).
2. Recognition expresses the Executive Board's appreciation for the positive contributions that the student organization provides, directly or indirectly, to the university or faculty community (in areas such as well-being, sustainability, entrepreneurship, diversity, and inclusion) and/or the broader Nijmegen student community.
3. Radboud University recognizes three categories: faculty and study associations, student organizations, and umbrella organizations. Student organizations include foundations and associations that focus on areas such as sports, culture, philosophy, governance, social impact, and university student council parties. In this document, "student organizations" refers to all these categories collectively.
4. A part of a student organization and the organization as a whole cannot both be recognized.
5. For recognition purposes, a distinction is made between:

- **Student members +1:** Individuals enrolled at a higher education institution in Nijmegen (RU/HAN/ROC/Yuverta) or deregistered from Radboud University for up to 1 year.
- **Non-student members +1:** Individuals who no longer qualify as student members but still pay dues and have voting rights.
- **Non-members:** Donors or individuals using specific services of the organization, without voting rights or membership dues.

## Article 1.2 Conditions

1. The student organization must have full legal capacity.
2. It must focus, according to its statutes, on the university or faculty community of Radboud University and/or the broader Nijmegen student community.
3. It must have at least 20 student members +1, or demonstrate that its activities annually benefit at least 20 students +1.
4. At least 80% of its members must be registered students at RU, HAN, ROC, or Yuverta Nijmegen, with at least 50% enrolled at Radboud University.
5. The student organization must sign and adhere to the Code of Conduct (Appendix A).
6. It must demonstrate viability, meeting a proven need and maintaining board and committees.
7. It must occupy a unique position within the RU student community and not duplicate another organization.
8. The organization must be financially sustainable, deriving funds from dues or external sources without heavy reliance on RU's structural support.

## Article 1.3 Application Procedure

### Procedure for Recognition of Student Organizations

#### 1. Submitting the Application

A student organization submits a recognition request via the application form available on Radboud University's website.

#### Required Documentation

The recognition request must include at least the following documents:

- a. Statutes of the foundation or association, drafted and signed by a notary based in the Netherlands.
- b. Proof of registration in the Chamber of Commerce's Trade Register, including the current composition of the board.
- c. Membership details, categorized as follows:
  - Student members: +1 (RU/HAN/ROC/Yuverta).
  - Non-student members: +1.
  - Donors are not considered members and are excluded from percentage calculations. Foundations must provide information demonstrating their reach and/or the groups they serve.

- d. The most recent annual activity program or, for new organizations, the planned activity program for the upcoming year.
  - e. The most recent annual report or, for new organizations, the proposed policy plan for the upcoming year.
  - f. The most recent financial statement (profit and loss account and balance sheet) or, for new organizations, a budget for the upcoming year.
  - g. A declaration confirming compliance with the conditions set out in Article 1.2, sections 6 and 7, along with an explanation of the category the organization believes it falls under, as per Article 1.1, section 4.
  - h. A signed Code of Conduct for Student Organizations.
2. The Allocation Committee will make a substantiated decision within six weeks of submission of the request. The committee may deviate from the category requested by the student organization in its decision. The Allocation Committee will inform the student organization of its decision in writing.
    - a. A recognition decision may entail: the student organization is recognized, or the student organization is not recognized.
    - b. A student organization will be recognized if it meets all conditions and criteria. Recognition may also be granted if the student organization does not yet meet all criteria but is realistically expected to do so within one year.
    - c. If the student organization is not recognized, it may participate again in the next evaluation moment.
    - d. Recognition becomes effective on the first day of the month following the month in which the recognition decision was made.
    - e. The student organization receives a recognition certificate indicating the category in which it falls and the validity date.

## Article 1.4 Evaluation of Status

- a. **Regular evaluation:** Recognized student organizations are required to undergo an evaluation of recognition criteria every three years in the spring. The student organization will receive an invitation via email for this evaluation. Regular mandatory evaluations will take place in 2025, 2028, and so on. The deadline for submitting all documentation is May 1.
- b. **Initial evaluation:** Non-recognized student organizations seeking recognition may voluntarily submit an application via the Radboud University website. Applications must be submitted at least one week prior to the next Allocation Committee meeting. Deadlines are listed on the website.

## Article 1.5 Validity and Withdrawal of Decision

1. A decision to grant recognition following a regular mandatory evaluation is valid for a period of three years unless withdrawn earlier as specified in paragraph 3 of this article.
2. A decision to grant recognition following an initial voluntary evaluation is valid until the next regular mandatory evaluation.
3. A recognition decision may be withdrawn if:
  - a. The student organization no longer meets the conditions and criteria outlined in Articles 1.1 and 1.2.

- b. There is a breach of the Code of Conduct for Student Organizations.
4. Before a recognition withdrawal is decided, the student organization will be heard.
5. A decision to withdraw recognition will be communicated in writing.
6. Withdrawal of recognition results in the loss of all rights and facilities associated with recognition as of the effective withdrawal date.
7. Decisions under this regulation are made on behalf of the Executive Board by the head of Student Life and International Mobility.

## Article 1.6 Objection

Decisions made under this regulation on behalf of the Executive Board can be appealed within six weeks from the date of the decision via the Student Legal Protection Desk. The appeal must include the grounds for the objection and a copy of the decision.

For questions regarding decisions under this regulation, contact Student Life and International Mobility (slim@ru.nl).

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# Chapter 2: Facilities and Support

## Article 2.1 Facilities and Support

Recognized student organizations may claim the following general facilities, advisory, or financial support:

1. Recognized student organizations can book spaces on the Radboud University campus free of charge, subject to availability.
2. Recognized student organizations are featured on the Radboud University website to enhance their visibility to new students.
3. Recognized student organizations may apply every three years for (shared) storage or office space. If granted, the student organization signs a user agreement with Student Life and International Mobility. Study and faculty associations are not eligible.
4. Recognized student organizations can participate free of charge in organized training sessions and workshops offered by the Student Life and International Mobility department. This department also organizes annual events such as the Kick-Off, the Week of the Active Student, and the Day of the Student Board.
5. Recognized student organizations may apply for financial compensation in the form of board months to offset study delays caused by their board responsibilities. They may participate in the annual voluntary evaluation or the three-year mandatory evaluation.
6. Recognized student organizations may apply for subsidies through the Allocation Committee, which is part of the Student Life and International Mobility department. This committee has a limited annual budget for annual budget subsidies, incidental projects, and start-up subsidies. Study and faculty associations affiliated with the Cooperation

Council for Faculty Associations (SOFv) may apply to SOFv for group travel subsidies. SOFv handles these applications on behalf of Student Life and International Mobility.

7. Recognized student organizations can approach Student Life and International Mobility staff for questions, advice, and assistance.
  8. Recognized student organizations may include the statement '[Organization Name] is a recognized student organization of Radboud University' in their communications. In English, the statement reads: '[Organization Name] is an accredited student organization of Radboud University.' Recognition as a student organization of Radboud University does not grant the right to use the Radboud University logo or official corporate style.
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## Annex A: Code of Conduct for Student Organizations

### 1. Introduction

Radboud University establishes clear agreements regarding behavior with recognized student organizations that make use of the university's facilities and support. This code of conduct affirms the norms and values shared by the involved parties.

The **Code of Conduct for Student Organizations** (hereinafter referred to as "code of conduct") is actively endorsed by both Radboud University and the recognized student organizations. At the start of each administrative year, the university and the recognized student organizations review the code of conduct to raise awareness and encourage compliance. Additionally, the code of conduct is always accessible on the university's website.

The code of conduct is preventive in nature and encourages positive behavior. Its main purpose is to promote awareness regarding the exemplary role that boards play for their members and the responsibility they bear toward and for the student organization. Furthermore, the code allows the parties to address behaviors that do not align with its stipulations.

In cases where behavior does not comply with the provisions of this code of conduct and such behavior could impact the recognition of the student organization, a discussion with Student Life and International Mobility (SLIM) will always take place before any consequences are determined.

### 2.1 Principles

The board of a recognized student organization and its individual board members are aware of their responsibility and exemplary role within their organization. The board strives to ensure that the dignity of all individuals is respected and encourages members to treat each other, other stakeholders, and property with respect.

### 2.2 Responsibilities of the Student Organization's Board:

a. The board is responsible for formulating and implementing its own policies and activities for the student organization. In doing so, the board ensures that these policies and activities can withstand evaluation against commonly accepted societal norms and that they align with the character and identity of the student organization.

b. The board rejects undesirable (boundary-crossing) behavior and, if necessary, addresses others regarding such behavior. The board aims to foster prevention and a positive culture. Undesirable (boundary-crossing) behavior includes, but is not limited to:

- Psychological and physical violence
- Discrimination
- Racism
- Sexism
- Coercion
- Humiliation
- Exclusion

c. The board strives for an inclusive character within the student organization, ensuring mutual consideration and creating an environment where all individuals feel safe and welcome. This includes, where possible and appropriate within the organization's identity, taking into account:

- Language used
- Preferred forms of address for individuals
- Religion and personal beliefs
- Allergies and dietary preferences/needs

d. The board aims to ensure that members have access to an internal confidential contact person (trained by SLIM) and/or know they can reach out to a confidential counselor at Radboud University or other student support services offered by Student Support.

e. The board ensures that they and their members handle the property of Radboud University and third parties with care and respect within the context of the student organization.

f. The board strives to make sustainable decisions when planning policies and organizing and implementing activities. Particular attention is given to sustainability when purchasing materials, food, and drinks. Study and faculty associations may apply for additional funding if they undertake a sustainable study trip.

g. The board ensures that the student organization complies with national and local laws and regulations during its activities, with particular attention to the Alcohol Licensing and Catering Act, the Tobacco and Smoking Products Act, and the Opium Act. The board ensures that no pressure is exerted on members or others to consume alcohol and/or drugs. The board leads by example in this regard and addresses others' behavior when necessary. The board's responsibility applies specifically to activities organized by or for the student organization.

h. The board handles members' personal data and sensitive information confidentially. Personal data may only be processed when it is necessary for a specific purpose.

i. The board aims to ensure that the general principles outlined in this code of conduct are known to the members of the student organization and that they are applied and adhered to within the organization's context. Sharing the code of conduct can be done, for example, through the organization's website, during the enrollment period for new members, or during

introductory events. Developing an internal code of conduct or house rules as an elaboration of this code is encouraged.

j. The board must report any potential incident immediately to Radboud University, via the head of SLIM (slim@ru.nl). Such a report may pertain to (internal) conflicts, physical or mental violence, or other forms of boundary-crossing behavior.

k. The board remains vigilant for indications that individuals may be violating the principles of the code of conduct. It does not hesitate to investigate these indications further, applying the principles of hearing both sides of the story, and taking appropriate measures when necessary. For questions or advice, the board should always contact Student Life and International Mobility (SLIM).

## **2.2 Responsibilities of the Executive Board of Radboud University:**

l. Recognizes and endorses the importance of active student organizations and the opportunities these organizations provide students for personal and academic development. The board actively promotes this value.

m. Ensures financial support for the boards of recognized student organizations by providing administrative months and subsidies within the frameworks of the Profiling Fund and the SLIM Subsidy Regulations.

n. Provides support to the boards of recognized student organizations by offering them the opportunity to participate free of charge in annual training sessions and workshops that contribute to the successful execution of their board responsibilities.

o. Supports the boards of recognized student organizations by offering guidance on various topics important to Radboud University, such as the Social Safety Guide from SLIM, the Sustainability Guide from the Green Office, and training provided by the DEI (Diversity, Equity, and Inclusion) Office.

p. Assists the boards of recognized student organizations by directing them to the structural support and training offered by the Student Support team in the areas of mental well-being and resilience.

q. Allocates a limited number of spaces on campus for storage, office use, and rehearsal purposes, within the established frameworks.

r. Ensures that the code of conduct is accessible to everyone and that it is reviewed annually.

s. In the event of a potential incident, always contacts the student organization and the head of Student Life and International Mobility before making any public response or determining a consequence, unless there are compelling reasons that make this impossible.

**Signatures SLIM and location**