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***A CERTIFIED ENGLISH TRANSLATION***

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REGULATIONS ON STUDENT COUNCIL AND OTHER STUDENT ORGANIZATIONS  
OF THE SCHOOL OF MEDICINE IN SPLIT



UNIVERSITY OF SPLIT  
SCHOOL OF MEDICINE

REGULATIONS ON STUDENT COUNCIL AND  
OTHER STUDENT ORGANIZATIONS  
OF THE SCHOOL OF MEDICINE IN SPLIT

Split, February 2009

Pursuant Article 3 – paragraphs 4 and 6, Article 4, Article 12 – paragraphs 4, 6 and 8, Article 13 – paragraphs 2 and 3, and Article 14 – paragraph 1 of the Student Council and Other Student Organizations Act (Official Gazette 'Narodne Novine' no. 71/07) and Article 4 of the Statute of the Split School of Medicine's Student Council, the Split School of Medicine's Student Council on its session held in 2009, and by consent of the Faculty Council given on its session on 5 February 2009, had brought the following:

## **REGULATIONS** **on Student Council and Other Student Organizations** **of the School of Medicine in Split**

### **General provisions**

#### Article 1

These Regulations shall regulate:

- the activities of student organizations,
- the manner of keeping records of student organizations existing at the School,
- the way of financing of the Student Council and other student organizations' work,
- the number and method of selecting the members of the Commission for Implementation of Public Tenders for Financing of Student Programs,
- the School's responsibilities in ensuring the legality of the Student Council and other student organizations' work,
- supervision of activities and autonomous disposal of student organizations of funds for their work.

### **Student Council and other student organizations**

#### Article 2

Student organizations are: Student Council, Student Association or some other student organization, regardless of their form of organization, which operate at the School, and whose mission is to improve the studies and meeting of student needs (professional and scientific activity, culture, sport, standard and the like).

The Student Council is the elective student representative body that protects student interests, participates in decision-making operations of the School's bodies and represents students in the higher education system.

#### Article 3

The seat of the Student Council is at the School.

The School's Administration shall provide the Student Council with appropriate premises for work and appropriate equipment.

Depending on its possibilities, the School shall provide the student associations and other student organizations with premises and other material necessities necessary for their work.

#### Article 4

The status of a student organization is acquired by enrolling in the School's student organizations records.



## **Student organizations records**

### **Article 5**

At the School, the Student Organizations Records (hereinafter referred to as: the Records) shall be constituted.

The Records are kept by the School's Secretary.

Excerpt from the Records and certificates with data from the Records can be issued from the database on a written request to a legal or physical person that has a legal interest, and the School's Secretary has to certify it by signing and stamping.

### **Article 6**

The Records must contain the following information about the student association or other kind of student organization:

- 1) name and headquarters (address, telephone, fax, e-mail, etc.)
- 2) date of establishment
- 3) activities
- 4) the name and the surname of the person authorized to represent the organization
- 5) the number and the date of the registration of the organization in Register of Associations
- 6) date of termination.

Along with the Records, a collection of documents shall be kept, in which all the documentation in connection to registration, alternation and deletion from the Records shall be entered.

The Records and the Collection of documents are considered to be documents of permanent value.

### **Article 7**

The application for registration into the Records shall be submitted to the School's Secretary by a person authorized to represent the student organization.

The application for registration shall be submitted on the Form – Request for Registration of the Student Organization, is attached to these Regulations and is an integral part thereof.

Along with the application, also the Decision on Establishment of the Student Organization, Statute, a list of persons authorized to represent and present the organization shall be submitted. In addition, the Decision on the Registration of the Student Association in the Register of Associations has to be submitted.

All submittals have to be provided either in original or as certified copies.

### **Article 8**

The School's Dean decides on the application for registration within 30 days from the date of application.

By the decision on recognition of the student organization's status and approving of the registration, the Dean confirms the following:

- that a majority of members of the association or other student organization are students of this School,
- that that student organization will operate at the School,
- that the activities of the association or other student organization are: improvement of studies and satisfying of student needs in professional and scientific fields, culture, sports, student standard, health, ecology and other areas of student interest,
- that the Association has been established in accordance with the provisions of the Associations Act, if it is about establishing of an association.

If the Dean determines that a student organization does not meet the requirements set forth in the previous paragraph, he/she will bring a decision on refusal of recognizing its status of a student association or some other student organization.

The registration of a student organization in the Records shall be carried out until the Dean's decision referred to in paragraph 2 of this Article does not become final.



#### Article 9

Of any change to the entered data, the person authorized to represent and present the student organization has to notify the School's Secretary within 15 days of the date on which the change had occurred, and thus on special forms: Application for Entry of Changes into the Student Organizations Records, Registration form for Reporting Termination of the Student Organization and Registration Form for Reporting Banning of the Work of the Student Organization – Association, which are all an integral part of these Regulations.

All amendments are decided in the manner and according to procedure prescribed for registration of student organizations.

#### Article 10

The Dean, or a person authorized by the Dean, will check the status of the student association or other student organization once a year. If the association or other student organization ceases to comply with the conditions referred to in Paragraph 2 of Article 8 of these Regulations or is inactive for more than three months, the Dean shall terminate its status by a decision and the association or other student organization shall be erased from the Records.

#### Article 11

Against the Dean's decision on recognition, rejecting or terminating the status of the association or other student organization, appeal may be filed to the Faculty Council.

The deadline for filing the appeal is 15 days from the date of receipt of the decision.

The Faculty Council shall decide on the appeal within 30 days of the receipt thereof. The decision of the Faculty Council shall be final.

### **Financing of the work of the Student Council, student associations and student organizations**

#### Article 12

The work of the Student Council is funded from the School's budget.

The work of student associations and other student organizations is funded from the School's budget depending on possibilities, and from other forms of funding provided by law.

The Student Council and other student organization without legal personality registered in the School's Records of Student Associations and Other Student Organizations dispose of funds for their work through the School's account.

Student associations dispose of funds in a way set forth in their Statutes.

#### Article 13

The School's Student Council, proposes to the Dean the financing plan of the Student Council and student activities in accordance with the Student Council's Statute and adopted plan and program of the Student Council for each academic year separately.

The plan and program of the Student Council and financing plan of the Student Council and student activities has to be brought in accordance with the Student Council's tasks set forth by the Act and thus no later than 30 June for the next academic year.

The School's Student Council has to allocate one part of the funds (at least 70% of the total planned funds) in the financing plan of the Student Council and student activities for financing of student programs run by other student organizations or individual students.

#### Article 14

On the basis of the proposal referred to in Article 12 of these Regulations, the Dean shall decide on the amount of funds by which the Student Council and student activities shall be financed from the School's budget, and by which entirely or partially will adopt the plan for a particular academic year.



The Dean may refuse bringing of a decision on allocation of financial funds if the Student Council have not completed the procedure set forth in Article 12 of these Regulations.

The Dean does not have the right to alter the financing plan, provided that the plan was proposed in accordance with the tasks of the Student Council prescribed by law.

#### Article 15

On the basis of the adopted financing plan, the authorized body of the Student Council brings individual decisions on the use of financial resources. The individual decisions on financing student programs are brought in accordance with the decisions after a public tender was conducted.

The individual decisions on use of financial resources are verified by the Vice-Dean for Finances and are executed by the Accounting Department.

#### Article 16

The Dean has the right to veto individual decisions on use of financial resources brought by the authorized body of the Student Council, on a proposal of the person authorized for verification, if the decision has not been brought in accordance with the provisions of these Regulations.

The Dean's decision on veto is made in eight days from the date of submission of the individual decision of the Student Council to the person authorized for verification, in writing and with explanation.

#### Article 17

The Student Council has the right to file a written appeal to the Faculty Council against the Dean's decision on veto within eight days of the receipt thereof.

The Faculty Council shall decide on the appeal within 30 days from the date of receipt of the appeal. If in 30 days no decision has been brought, it will be deemed that the appeal is accepted.

#### Article 18

For funds secured for financing of student programs, at the beginning of each year but not later than the end of November, the Student Council shall announce a public tender for financing of student programs conducted by student organizations and individual students.

The public tender referred to in Paragraph 1 of this Article shall be published at the School's website, i.e. on the Student Council's website.

The Student Council cannot apply to public tender referred to in Paragraph 1 of this Article by its own student program.

#### Article 19

For the purpose of conducting the tender, the Student Council shall institute a commission composed of five (5) members, out of which three (3) members shall be appointed by the Student Council, while two (2) members will appoint the School's Dean from the School's employees.

Commission's member appointed by the Student Council may only be a student that meets the requirements for the mandate in the Student Council.

#### Article 20

The Commission for Conducting the Tender evaluates student programs in accordance with a general act that regulates budget funds, criteria of competition, and the way of the evaluation of student programs, and which is brought by the Faculty Council on proposal of the Student Council. On the basis of conducted evaluation and the Commission's proposal, the Student Council shall submit to the Dean the proposal for allocation of financial funds. The decision on allocation of funds is brought by the Dean.



## Ensuring lawfulness of the student organizations' work

### Article 21

The School's Dean has to ensure the lawfulness of work of the Student Council and student organizations, and thus in the following:

- to ensure lawful and timely implementation of student elections and enable all the students to participate equally in elections,
- to ensure participation of student representatives in the Faculty Council and other Faculty bodies,
- to ensure the implementation and realization of the tender for financing of student programs,
- to provide autonomous disposal of sources for their work, which are managed from the School's account.

## Supervision of the student organizations' activities

### Article 22

The supervision of activities of the Student Council and student organizations is done by the Dean. The Dean shall in particular supervise lawfulness of their work and intended use of the funds for the work of the Student Council and student organizations that are managed from the School's account, as well as of funds on accounts of student associations, all in accordance with the provisions of these Regulations.

## Transitional and provisional provisions

### Article 23

The general act referred to in Article 20 of these Regulations, the Student Council shall propose to the Faculty Council within 30 days from the date of entry of these Regulations into force.

### Article 24

Setting up of the Student Organizations Records at the School shall be done within 60 days from the date of entry of these Regulations into force.

The Student Council and other student organizations have to submit the request for entry into the Records within 30 days from the date of entry of these Regulations into force.

### Article 25

These Regulations shall enter into force on the eighth day from the date of its publication on the School's bulletin board, and shall be published at the School's website, too.

President of the Student Council  
(signature)  
**Vide Popović**

/official seal

These Regulations were published at the School's bulletin board on 5 February 2009.

The School's Secretary  
(Signature)  
Diana Raos, LL.M.

I, Goranka Tomčić, court interpreter for English and Arabic language, as re-appointed by the President of the County Court in Split Decree No. 4 Su-653/2015 of September 12, 2015 hereby certify that the above translation is a faithful and complete translation of the original document written in Croatian language.

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