

KUAS Student Council-Recognized Extracurricular Organization Regulations

(1) Obligation

1. Extracurricular organizations are obliged to:

- ① Attend the Culture and Sports Federation Council Conference, which is held once every two weeks, excluding sabbaticals
- ② The executive members (President, Vice-president, Accountant, Auditor) of each extracurricular activity group is required to attend if a special meeting of the Culture and Sports Federation Council is convened.
- ③ Submit notice of changes in members, officers, and advisors.
- ④ Submit activity reports once a month
- ⑤ Handle other matters requested by the Culture and Sports Federation Council

2. Election of Culture and Sports Federation Council Officers

In the event of a request from the Culture and Sports Federation Council to elect officers, the target organization shall elect one officer from among the second year students.

(2) New official circle formation

1. When forming a new official circle, the applicant must submit an application to the Culture and Sports Federation Council.
2. The application period for a new official circle is from March to November and can be made at any time.
3. The Student Council approves the formation of a new official circle with at least 2/3 approval from the executive committee.
4. The following conditions are set as standards for all officially recognized circles.
 - ① 5 or more members
 - ② Does not violate public order or morals
 - ③ Is not antisocial in its activities
 - ④ Clearly specifies the necessary items (date and place of activities, etc.)
 - ⑤ The content of activities is within the scope of Student Council's responsibility
5. If the results of Student Council's review are approved by Student Affairs Center and Sports Promotion Office, the new circle will be allowed to form or renew.

(3) Renewal of Official Circles

1. The renewal of official circles shall be carried out every one year, and renewal documents shall be submitted to the Culture and Sports Federation Council. If the submission of renewal documents is not permitted, the circle shall be deemed to have been dissolved.
2. The application period for renewal of the official circle shall be once a year from January to February.
3. Student Council approves the renewal of the official circle with the approval of 2/3 or more in the caucus.
4. The following conditions are set as the standard to renew an official circle.
 - ① 5 or more members
 - ② Does not violate public order or morals
 - ③ Is not antisocial in its activities
 - ④ Necessary items are clearly specified (date and place of activity, etc.)
 - ⑤ The content of activities is within the scope of the Student Council's capacity for responsibility
5. If the results of Student Council's review are approved by Student Affairs Center and Sports Promotion Office, the new club will be allowed to be established or renewed.

(4) Promotion of Official Circles

Official Circles are allowed to be promoted into clubs if they meet the following conditions for promotion, and if they receive 2/3 or more of the consent in Student Council Senior Committee and the approval of Student Affairs Center and Sports Promotion Office for cultural and physical education.

The application for promotion of official Circles is made once a year from January to February.

1. Set the following conditions as the criteria for promotion of official Circles
 - ① Meet the rules for official Circles and have at least six months of activities and achievements as an official Circle
 - ② Have at least 10 members and at least 1 Consultant from among the university faculty and staff
 - ③ Have submitted an application for promotion to the Culture and Sports Federation Council without any issues

(5) extra-curricular activity group demotion

In the event that any of the following provisions is met, the Audit General Director shall conduct an investigation and hold hearings on the activities of the target organization.

- ① Organizations with fewer than 8 members
- ② Lacking a Consultant
- ③ No record of activities
- ④ When deemed necessary in Student Council Executive Committee

Based on the results of the Audit General Director survey, if 2/3 or more of Student Council Senior Committee judges that demotion is appropriate based on personnel and activities, the target organization shall be demoted. The following procedures shall be conducted by Culture and Sports Federation Council and reported in Student Council Senior Committee.

(6) Standards for Abolition of a Club/Circle

If any of the following provisions applies, and if 2/3 or more of the employees in Student Council Senior Committee deem it appropriate to abolish the department based on their personnel and activities, the subject organization shall be abolished.

- ① In the case of embezzlement of Student Council aid
- ② In the case where a Consultant is not present
- ③ In the case where there is no activity record
- ④ In the case where it is judged to be subject to deliberation by the Student Council Senior Committee

The following shall be the duty of an organization which has been abolished.

In accordance with Student Council Senior Committee vote, the dissolution of the club shall be deliberated. The settlement of accounts at that time shall be calculated, and the account book shall be submitted and the refund shall be paid. The used club rooms shall be reorganized, and the management of the equipment and club rooms purchased in Student Council budget shall be transferred to the Executive Committee. The keys and all other accoutrements provided by the Student Council shall be returned.

(7) With respect to penalties

1. In case of failure by any organization to fulfil the obligations of the extracurricular activities organization (1), Central Committee and Enforcement Committee shall impose the following penalties:

- ① Reduction or full cut of Student Council aid
- ② Suspension of activities
- ③ Taking away of club room

2. Culture and Sports Federation Council will impose the following penalties if each extracurricular activity organization (1) fails to fulfill its obligations.

- ① The reduction of Student Council aid for the next fiscal year will be assessed. If an official circle does not attend 70% in a year, it will be disqualified from promotion to a club, and it will be less than 50% and not renewable.

- Late to meeting (-1%)
- Absence (-2%)
- Late submission of documents (-1%)
- Documents not submitted (-2%)

- ② Attendance of less than 2/3 of the meetings shall be subject to 50% additional reduction and demotion review.

3. Refusal to elect an officer

Student Council's aid for the next fiscal year shall be reduced by 25% if, for any reason, an organization refuses to elect an officer.

(8) Suspension of Activities

1. In principle, a suspension of activities shall be effected for a definite period of time, and the period shall not exceed two years.
2. If the suspension is decided, the annual budget is frozen until the suspension is lifted and retained by Central Committee Accounting.
3. During the period of suspension, all goods are managed by the executing Committee.

(9) Graduate students

Graduate student can also join organizations. However, the following conditions shall be imposed:

1. Graduate students shall not be included in the number of persons in the organization.
2. Graduate students shall not participate in competitions.
3. Any problems, internal or external, shall be reported to the Student Council and subject to Student Council's ruling.

Date of Enactment

December 19, 2023

Amendments to this Regulation require the approval of the Student Council Executive Committee.

(List of Rights of Affiliated Organizations)

	Eligibility to use club rooms	Consultant	Maximum amount of Student Council aid	Obligation	Required activity period until promotion
Department	○	○	※1	○	×
Circle	△	×	No Student Council aid	○	Six months or more

※1: The maximum amount of Student Council aid shall be.

$$\frac{\text{The amount of aid for all extracurricular activity organizations}}{\text{the total number of authorized club members}} \times \text{the number of authorized club members}$$

However, in FY 2024, some of the department activities shall be excepted.