PARTICIPATION RULES
for the
VRIJE UNIVERSITEIT BRUSSEL

Article 1. Student participation in all matters that concern them
The university operates on the basis of a student co-management model.
Student representatives are involved in all matters of concern to the students and in particular in: the legal status of students, the Teaching and Examination Regulations (including the Doctorate Regulations), the fixing of tuition fees, the use of the funds derived by the university from the tuition fees, the study guidance policy, the policy on the international mobility of students, the organisation of the academic year, the internal quality assurance policy, the policy on evaluation of the teaching activities of academic staff, curriculum changes in the course of the academic year.

Article 2. The Student Council is elected directly
Student representatives on the Student Council are elected directly by the student community.

Article 3. Exercise and delegation of powers
§1. The Student Council may, on its own initiation, provide a written opinion on all matters of concern to the students, to the University’s internal bodies. The body concerned must draw up a reasoned response in writing, in the form of a proposal, to any such opinion received.
§2. The Student Council may delegate its powers to participation committees, the student representatives structures, within the existing University bodies.
§3. The competent governing body of the university delegates taking all policy decisions concerning the operation and the organization of student services within the limits of the multi-year budget for Section III – student services- and the approval of regulations concerning the organization of the student services to the Student Council.

Article 4. Student representation in internal bodies
The students are represented within the following bodies:
- the University Council;
- the Board of Governors;
- the Academic Council;
- the Education Council;
- the International Policy Council;
- the Council for Student Services;
- the Faculty Councils;
- the Faculty Boards;
- the Study Programme committees.
All the rights and obligations of Council members shall apply in the same way to the student representatives.
This means that the student representatives on the above bodies not only have the right to be heard, but also to genuinely take part in the deliberations and in the decision taking.

Article 5. The appointment or nomination of student representatives
§1. Student representatives on internal and external bodies are appointed by the Students Council or as determined by the Student Council.
§2. Notwithstanding the above, half of the student representatives on the Council for Student Services are appointed by the Student council and half are appointed by the Board of Governors, on proposal by the Student Council.
§3. With regard to the appointment of student representatives on the participation committees reporting to the study programme committees the procedure is as follows:

1. Any student who has enrolled with a diploma contract by 9 a.m. at the latest on the Monday morning of the second week of the academic year, may put himself forward as a student representative for the study programme committee for the programme for which he is enrolled.
2. Candidate student representatives must submit their application through the student portal by 9 a.m. on the Monday morning of the fourth week of the academic year.

3. If the number of applicants is less than or equal to the places available, the Student Council shall appoint all the candidates.

4. If, for a Study Programme Committee there are more candidates than places for student representatives, the Chairman of the Student Council shall ask the Chairman of the study programme committee concerned for a proposal for the appointment of student representatives; in that proposal, account must be taken of objective information such as the candidate’s study programme, number of study points obtained and study programme variant, in order to ensure that the student representatives appointed are as representative as possible. The Student Council must take into account the reasoned proposal in which these objective data should be included and appoint the student representatives for the study programme committees. Those candidates not appointed as student representatives will be appointed as alternates.

5. If a student representative resigns from a study programme committee, the Chairman of that Committee shall immediately select one of the alternates as a full voting student representative, setting out the grounds for that selection. The Chairman of the study programme committee shall immediately inform the Chairman of the Student Council of the appointment and the reasons therefor.

6. The Student Council may, well motivated, organise a second round of this procedure to be able to appoint the vacant seats for student representatives.

§4. With regard to the designation of student representatives in the participation committees of the faculty councils the procedure as from 2016 is as follows:

1. Students belonging to the faculty constituency as defined in Article 59 of the General Regulations of the Student Council and the Council for Student Services, can apply as a student representative on the Faculty Council for the next academic year.

2. Candidate student representatives submit their candidacy via the student portal in the same time period as provided for candidacy in the electoral calendar for the electoral procedure of the Student Council, according to Article 64 of the General Regulations of the Student Council and the Council for Student Services.

3. In case there are fewer or as many candidates as mandates, the Student Council appoints all the candidates.

If, for a Faculty Council, there are more candidates than places for student representatives the Chairman of the Student Council shall ask the Dean for a proposal for the appointment of student representatives; in that proposal, account must be taken of objective information such as the candidate’s study programme, number of study points obtained, and study programme variant, in order to ensure that the student representatives are as representative as possible. The Student Council must take into consideration the reasoned proposal in which these objective data should be included and appoint the student representatives in the Faculty Councils.

4. Those candidates not appointed as student representatives will be appointed as alternates.

5. If a student representative resigns from a Faculty Council the dean shall immediately select one of the alternates as a full voting student representative, motivating that selection. The Dean shall immediately inform the Chairman of the Student council of the appointment and the reasons therefor.

§5. As a transitional measure at the beginning of the academic year 2015-2016 student representatives of participation committees in Faculty Councils will be appointed by the Student Council on recommendation of the dean.

§6. With regard to the designation of student representatives of the participation committees in the Faculty Boards, the procedure is as follows:

The student representatives in the Faculty Boards are appointed by and from the student representatives in the Faculty Council.

Article 6: Special conditions under the Teaching and Examination Regulations

The competent governing body shall ensure that student representatives appointed by the Student Council or the competent governing body, as laid down in Article 5, enjoy the necessary special conditions established under the Teaching and Examination Regulations. In this regard, student representatives shall be granted the status of "Reflex" student, as defined in the Teaching and Examination Regulations.

Article 7: Support for the operation of the Student Council and Council for Student Services

The competent governing body shall make the necessary operating budget and an equipped room available to the students of the Students Council.
The Vice Rectorate for Educational and Student Affairs¹ shall provide administrative support.

Article 8: Dispute settlement

§1. The Vice Rector for Educational and Student Affairs shall mediate any disputes that arise with regard to the implementation or interpretation of participation rights². Such disputes will, if necessary, be resolved by the Rector.

§2. Notwithstanding paragraph 1, disputes relating to implementation of the special conditions established under the Teaching and Examination Regulations, as laid down in Article 6, shall be mediated by the Ombudspersons, in accordance with the procedures laid down in the Teaching and Examination Regulations. If necessary, the dispute will be resolved by the Dean.

¹ For 2015-2016, this will still be provided by the Vice Rectorate for Student Affairs.

² In 2015-2016, this will still be done by the Vice Rector for Student Affairs, in accordance with the transitional arrangements under the new Statute concerning the general organisation of the University, see Art. 94(3).