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**Regulations for the registration of student associations at the
Technical University of Braunschweig**

- Unofficial reading version -

This is an unofficial reading version of the regulations for the registration of student associations at the Technical University of Braunschweig.

This complete version consists of the Regulations for the Registration of Student Associations at the Technical University of Braunschweig together with the two amendments thereto.

Unofficial reading version

**Regulations
for the Registration of Student Associations at the
Technical University of Braunschweig**

The following reading version of the Regulations for the Registration of Student Associations contains the complete version:

- the **regulations for the registration of student associations** in the version published on 19 December 2013
- *University public announcement no. 936* -
- the **First Amendment**
in the version published on 20 December 2017
- *University public announcement no. 1199* -
- the **Second Amendment Regulation**
in the version published on 5 August 2019
- *University public announcement no. 1259* -

Only the text published in the respective university public announcement remains legally binding.

Preamble

The Technical University of Braunschweig (TU Braunschweig) maintains a register of recognised student associations that have joined together for the purpose of pursuing study- and university-related goals. However, the TU Braunschweig regulations that previously governed this area were no longer up to date. The regulations now adopted by the Senate redefine the requirements for recognition as a student association, the application procedure and the rights and obligations associated with recognition.

1. Requirements for recognition

1.1 Student association

Student associations within the meaning of these regulations are, regardless of their legal form, all associations to which mainly enrolled students of the TU Braunschweig have joined together for a longer period of time to pursue common study or university-related purposes and have subjected themselves to a corresponding decision-making process organised by statutes.

1.2 Purposes and objectives

Study and university-related purposes and objectives may include, in particular, the pursuit of the academic, university policy, sporting, musical or social interests of the members. Access to a student association shall be open to students of any gender, nationality and origin.

1.3 Legal compliance

The purposes and objectives as well as the corresponding activities of the association and its members must be free of discrimination, racism, incitement to hatred and sexism and must be in accordance with the basic order, self-image and mission statement of the TU Braunschweig, as well as with the constitutional order and general laws of the Federal Republic of Germany.

2. Application procedure

2.1 Written application

To register as a student association, a written application must be submitted by at least seven students enrolled at TU Braunschweig. The application, which must be signed by all applicants, should be sent to the Presidium or the relevant administrative office at TU Braunschweig (Department 11). A form provided by the administrative office should be used for the application, including the required declarations and information.

The following must be enclosed with the application:

- the enrolment certificates of the seven applicants,
- the association's statutes (see 2.2 for details),
- and the founding protocol (if available).

2.2 Statutes of the association

The statutes must be based on the principles of these regulations (see section 1) and should be written in gender-neutral language. The statutes must contain at least the following:

- Name and registered office of the association,
- the association's purpose in relation to studies or higher education, bodies of the association (usually the executive committee and the general meeting),
 - the executive board shall consist of at least one chairperson and one deputy chairperson,
 - the office of chairperson may only be held by a student enrolled at TU Braunschweig,
- Regulations governing admission and termination of membership, whereby a majority of students at TU Braunschweig must be ensured.

2.3 Participation of the General Student Committee (AStA)

The application shall be forwarded to the AStA of the TU Braunschweig together with the attachments in order to give it the opportunity to comment within two weeks. If no comment is received within this period, it shall be assumed that the AStA has no objections to the recognition as a student association. If the AStA submits a comment within the deadline, the comments or objections raised will be included in the further review and, if necessary, discussed with the AStA.

2.4 Decision of the Presidium

The Presidium shall decide on recognition as a student association at its discretion by a simple majority vote. There is no legal entitlement to recognition. Recognition may be refused in particular if the statutes or the conduct of the members violate the legal system or are incompatible with orderly teaching or research activities and the requirements specified in 1.3.

The decision of the Presidium shall be communicated in writing to the association's executive committee.

The Presidium shall report to the Senate once a year on the recognition of student associations and, if necessary, on other matters concerning student associations.

3. Rights based on recognition

The rights associated with recognition are set out in the following sections. Special support beyond this requires separate arrangements.

3.1 Entry in the written register

Each recognised student association shall be entered in the written register of the TU Braunschweig, which shall contain the following information about the respective association:

- Name and purpose of the association,
- the year of registration,
- Name of the first chairperson and other board members, including enrolment numbers and contact details,
- details of re-registration.

3.2 Entry in the online register

Furthermore, an online register is maintained on the TU Braunschweig website to provide interested parties with an overview of the registered student associations and to facilitate contact.

The online register contains the name of the association, the contact email address and, if desired, a link to the association's own homepage. The entry in the online register can be temporarily deleted by the TU Braunschweig at any time.

3.3 Use of the suffix "TU Braunschweig":

The registered student association is entitled to call itself "Student Association at the TU Braunschweig", but use of the TU Braunschweig logo or seal is only permitted upon application and with the written consent of the TU Braunschweig.

3.4 Internet presence (own homepage)

The Gauss IT Centre (GITZ) can provide registered student associations with IT resources for their own homepage (including web space and email address) if requested by a member of the executive committee. If approved, the applicant becomes the responsible party within the meaning of § 4 of the Information Services Regulations. All other relevant provisions (including the legal notice requirement) and any conditions imposed by the GITZ must also be observed. Furthermore, the website must be designed in an appropriate manner so as not to damage the reputation and interests of TU Braunschweig.

3.5 Use of university premises

Upon entry in the register, the student association is entitled, within the limits of available capacity and in accordance with the internal university terms of use and conditions of use, to use premises and areas of the TU Braunschweig at the request of a member of the Executive Board. The responsible administrative department (Business Area 3, Department 31) decides on the respective application, including the question of whether a fee is to be paid for use.

3.6 Information stands, notices on notice boards

Registered student associations may also be permitted, upon application to Business Area 3 (Department 31), in accordance with the relevant provisions, to operate information stands and post notices on notice boards.

4. Obligations of the registered student association

4.1 Feedback

Each registered student association is obliged to submit a written confirmation of registration for the current calendar year to the responsible administrative office (Department 11) by 1 October of each year (start of the new winter semester) without being asked and in a timely manner. The confirmation of registration must contain the following information:

- Names and addresses of the board members,
- Number of members of the association,
- Declaration of the association's continued existence on the basis of the submitted statutes,
- Notification of any changes that have occurred.

The form provided by Department 11 should be used for the re-registration.

4.2 Notification of changes, duty to provide information

Significant changes to the information provided in section 4.1 must be reported by the association immediately, regardless of the general obligation to provide feedback. Amendments to the statutes that result in a change in the purpose of the association are to be treated as a new application. This requires a new executive committee decision, whereby the procedure in sections 2.3 and 2.4 must be repeated. Furthermore, the association is obliged to provide any information requested by TU Braunschweig in a timely manner. Revocation of recognition

5. Revocation of recognition

If feedback is not provided within the specified period or if the requirements for recognition and registration are subsequently no longer met, in particular if legal compliance in accordance with section 1.3 is no longer given, recognition as a student association will be revoked and its name removed from both the written and online registers. Appropriate measures may also be taken for good cause, in particular in the event of serious or repeated violations of the obligations and principles of these regulations or of general laws (e.g. in the event of a ban on the association) after hearing the association. Recognition may also be revoked if there are activities or other reasons attributable to the association which, in the opinion of TU Braunschweig, damage the reputation of TU Braunschweig or are likely to damage its reputation in the future. In the event of revocation, the student association loses all rights associated with recognition. Revocation and deletion or removal from the registers shall be communicated to the association's executive committee in writing.

6. Reapplication (repeat application)

If the student association has been removed from the register due to failure to re-register within the specified period, an application for re-entry into the register of student associations may be submitted at the earliest after one year has elapsed. The procedure set out in section 2 must be followed.

7. Liability

The student association is liable to TU Braunschweig for any damage it causes or is responsible for. Further details can be found in the respective terms of use of TU Braunschweig or other relevant provisions. It indemnifies TU Braunschweig against any claims by third parties that may be asserted in connection with the activities of the student association, including the operation of its website. The liability of individual members of the association remains unaffected. The liability of TU Braunschweig, its organs and employees is limited to intent and gross negligence.

8. Entry into force and transitional provisions

8.1 Entry into force

These regulations shall enter into force on the day after their public announcement at the university. At the same time, the regulations on the procedure for registering student associations at the Carolo-Wilhelmina Technical University of Braunschweig dated 1 July 1987 shall cease to be in force.

8.2 Transitional provisions

Student associations that are already registered shall remain registered as such until the next re-registration. Upon re-registration, a formal review of the student associations shall be carried out in accordance with the criteria set out in these regulations. If a student association violates these criteria, re-registration shall be refused. A review of the student associations shall take place every four years.