

# Regulations for Affiliated Organizations of the Ritsumeikan University Student Union

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\*In principle, the interpretation of terms and regulations shall comply with the Japanese version of the terms and regulations.

## **Chapter 1: General Provisions**

### **Article 1 Objectives**

These Regulations set forth the rights and obligations of the Extracurricular Voluntary Activity Organizations (hereinafter referred to as the “Affiliated Organization(s)”) that belong to the Ritsumeikan University Student Union (hereinafter referred to as the “Union”).

### **Article 2 Scope of Application**

These Regulations shall apply to the operation of the Affiliated Organizations.

### **Article 3 Personal Information Protection**

When handling the personal information of the Affiliated Organizations, the Regulations on Personal Information Protection of the Ritsumeikan University Student Union shall be observed.

### **Article 4 Support for Activities**

1. The Affiliated Organizations may receive certain support. The details of support shall be prescribed separately.
2. The support given by the University shall be determined through consultation with the Division of Student Affairs of Ritsumeikan University.

### **Article 5 Members**

A majority of the members of an Affiliated Organization shall be the undergraduate students enrolled in the regular programs of Ritsumeikan University.

### **Article 6 Officers**

1. A representative, a vice representative, and an accounting person of each Affiliated Organization shall be appointed from among the undergraduate students enrolled in the regular programs of Ritsumeikan University.
2. No person serving as one of the officers prescribed in the preceding paragraph may concurrently serve as any other officer.
3. No person may concurrently serve as officers in multiple Affiliated Organizations.

## **Chapter 2: Categories**

### **Article 7 Categories**

Affiliated Organizations shall be classified into the following four (4) categories:

- (i) Authorized Organizations
- (ii) Semi-authorized Organizations
- (iii) Voluntary Organizations
- (iv) Registered Organizations

### **Article 8 Organs**

1. The Marketing Planning Department shall be established in the Central Administrative Office of the Union in order to take charge of the rights and obligations common to each category of Affiliated Organizations.
2. Matters concerning the Marketing Planning Department shall be prescribed separately.

### **Article 9 Allocation of Duties by Category**

1. The organs indicated below shall be responsible for taking charge of the rights and obligations specific to each category of Organizations listed in item (i) through (iii) of Article 7:
  - (i) Headquarters of Academic Association

- (ii) Headquarters of Arts and Sciences Association
- (iii) Athletic Association
- 2. Each of the organs listed in this Article shall take charge of the duties allotted according to the nature of the activities of each Organization.

**Article 10      Duty to Make Efforts to Take Charge**

The organs referred to in Article 8 and Article 9 (hereinafter referred to as the “Relevant Organs”) shall make efforts to provide support for the development of activities of Affiliated Organizations.

### **Chapter 3:    Affiliation**

**Article 11      Affiliation**

An Affiliated Organization System shall be established as a means of proving affiliation with the Union.

**Article 12      Screening of Organizations for New Registration**

1. Any organization wishing to be newly affiliated with the Union shall undergo a screening for new registration.
2. The Market Planning Department shall be in charge of the screening of organizations for new registration.
3. The Market Planning Department may determine the necessary screening items.
4. Each of the organizations that have passed the screening for new registration shall be classified as a registered organization upon decision by the head of the Central Administrative Office and the approval of the Central Committee.

### **Chapter 4:    Continuation**

**Article 13      Continuation**

A Continuation System shall be established as a means of permitting registered organizations to continue their activities as Affiliated Organizations.

**Article 14      Screening for Continuation as Affiliated Organizations**

1. Any organization having an intention to continue activities as an Affiliated Organization in the following fiscal year shall undergo a screening for continuation as Affiliated Organizations during the period of application for the screening.
2. Relevant Organs shall be in charge of the continuation screening.
3. Relevant Organs may determine the necessary screening items.
4. Any Affiliated Organization that fails to take the continuation procedures shall be deemed to have no intention to continue its Affiliated Organization status, and the registration of such Affiliated Organization shall be cancelled in principle.

### **Chapter 5:    Promotion, Demotion, and Cancellation of Registration**

**Article 15      Promotion and Demotion**

The requirements for promotion and demotion between the categories of Organizations shall be as specified by the Relevant Organs.

**Article 16      Cancellation of Registration**

1. An Affiliated Organization wishing to have the registration cancelled for personal reasons of the Affiliated Organization may have the registration cancelled by submitting the statement of intent (*shuisho*) to the Relevant Organs.

2. If there is a material violation of the matters to be observed in Chapter 6 or if there is a false statement in any application document, the Relevant Organs may cancel the registration of the relevant Affiliated Organization with approval of the Central Committee.

## **Chapter 6: Matters to Be Observed**

### **Article 17 Obligations of Organizations**

The Affiliated Organizations shall assume the following obligations:

- (i) The obligation to observe the Ritsumeikan University Regulations and various regulations
- (ii) The obligation to respect these Regulations and the regulations, etc. established by the Relevant Organs of the Union and to conform to the decisions made by the Relevant Organs
- (iii) The obligation to conduct honest accounting activities

### **Article 18 Prohibited Acts**

The following acts shall be prohibited:

- (i) Activities for profit purposes
- (ii) Any violent activities, whether inside or outside of the University
- (iii) Organization's activities for the purpose of solicitation to external organizations

### **Article 19 Operation**

Affiliated Organizations shall observe the following matters and be operated in good faith:

- (i) To perform the Organization's activities in a democratic manner
- (ii) To clarify where responsibility as the Affiliated Organization lies
- (iii) To perform activities continuously, not temporarily
- (iv) To check the notice of the Relevant Organs on a regular basis on the Student Union's website, mailing list, message board, etc.
- (v) To report changes in the statements in documents or reports, if any, such as a change of officers, to the Relevant Organs promptly

### **Article 20 Dummy Organizations**

It shall not be permitted to establish "dummy organization" by forming multiple organizations with the same members for the purpose of expanding their rights.

## **Chapter 7: Auxiliary Provisions**

### **Article 21 Detailed Regulations**

Any matters necessary for enforcing these Regulations shall be specified separately.

### **Article 22 Revision or Abolition**

The revision or abolition of these Regulations shall require the approval of the Central Committee.

## **Supplementary Provisions**

(Effective Date)

These Regulations shall be promulgated on April 20, 2008 and shall come into effect on the same day.

Partially revised on April 10, 2015

Partially revised on September 24, 2019

Entirely revised on September 26, 2022

Partially revised on January 26, 2023