

STATUTES OF THE STUDENT BODY OF THE ESTONIAN ACADEMY OF MUSIC AND THEATRE

1. GENERAL PROVISIONS

- 1.1.** The Statutes (hereinafter 'Statutes') of the Student Body of the Estonian Academy of Music and Theatre (EAMT) shall set out the definition and main objectives of the Student Body, the procedures for the formation of the representative and executive bodies of the Student Body, as well as the functions and procedure rules of those bodies.
- 1.2.** The Student Body of the EAMT (hereinafter 'Student Body') is an institution, which exercises the right of the EAMT students (hereinafter 'students') to self-government, including the right to decide on and manage independently, pursuant to laws and other legislation, issues of student life based on the interests, needs, rights and obligations of the students.
- 1.3.** The Student Body comprises all the students who are enrolled at the EAMT.
- 1.4.** The main objectives of the Student Body include:
 - 1.4.1.** Advocating for high-quality education of students at the EAMT;
 - 1.4.2.** Supporting creation of an environment necessary for studies, research and creativity;
 - 1.4.3.** Ensuring that the Student Body is represented at decision-making concerning interests and rights of the students;
 - 1.4.4.** Making an active contribution to studies and student events;
 - 1.4.5.** Performing other functions to serve the interests and rights of the Student Body.
- 1.5.** The Student Body is represented by the Student Council of the Estonian Academy of Music and Theatre (hereinafter 'Student Council') of five to nine members, elected democratically by the students. The Student Council has its own seal and insignia.
- 1.6.** The name of the Student Council in Estonian is *Eesti Muusika- ja Teatriakadeemia üliõpilasesindus*.
- 1.7.** The Board of the Student Council is the executive body of the Student Body.
- 1.8.** The primary working language of the Student Council shall be Estonian; English shall be used as the secondary working language if the Student Council includes enrolled foreign students. The Student Council shall ensure that important decisions and announcements concerning the Student Body and

student life are also communicated in English. *Amendment adopted by the EAMT Council on 16 March 2016.*

- 1.9.** The activities of the Student Body shall be based on the Statutes of the Student Body, the Universities Act, the Statutes of the EAMT and other legislation.

2. STUDENT COUNCIL

- 2.1.** The functions of the Student Council include:

- 2.1.1.** Adopting and amending the procedure rules, election procedures and other regulations of the Student Council;
- 2.1.2.** Electing and removing members of the Board of the Student Council;
- 2.1.3.** Discussing proposals for amending the Statutes and submitting them to the EAMT Council for approval;
- 2.1.4.** Preparing a draft budget of the Student Council;
- 2.1.5.** Announcing elections of the Student Council;
- 2.1.6.** Deciding on establishment of unions and organisations, mergers with or separations from other student bodies in accordance with the bases and procedures provided for by the law;
- 2.1.7.** Deciding on the membership of the Student Body in international organisations or on starting cooperation with such organisations;
- 2.1.8.** Adopting positions on issues related to the Student Body or the EAMT;
- 2.1.9.** Making proposals to the Rector's office of the EAMT for allocating the personnel expenditures budgeted for the Student Council;
- 2.1.10.** Deciding on the provision of services to the students;
- 2.1.11.** Representing the Student Body and making decisions on behalf of the Student Body;
- 2.1.12.** Advocating for intellectual and social interests and rights of the students;
- 2.1.13.** Establishing opinions of the students by organising surveys and opinion polls;
- 2.1.14.** Appointing representatives of the Student Body to the EAMT Council, the bodies of the Federation of Estonian Student Unions and other institutions and decision-making bodies;
- 2.1.15.** Organising events of the EAMT Student Body;
- 2.1.16.** Promoting leisure and sports opportunities for the students;
- 2.1.17.** Performing other tasks arising from the laws and legislation of the Republic of Estonia.

- 2.2.** A member of the Student Council shall:

- 2.2.1.** Participate in the meetings of the Student Council; absence from three

consecutive regular meetings without good reason shall be considered a breach of the Statutes;

- 2.2.2.** Be familiar with these Statutes and act in compliance with the Statutes.
- 2.3.** A member of the Student Council shall be removed from the council and his or her mandate shall be cancelled upon:
 - 2.3.1.** Submission of a respective application;
 - 2.3.2.** Repeated breaches of the Statutes resulting in a decision of the Student Council to remove the member from the Student Council;
 - 2.3.3.** Deletion from the matriculation register.
- 2.4.** If a member of the Student Council enters a new level of study and notifies the Board of the Student Council in writing of the desire to continue as a member of the Student Council, the student shall not be excluded from the membership of the Student Council on the basis of clause 2.3.3.
- 2.5.** The Board of may temporarily name a member of the Student Council a supporting member if that member:
 - 2.5.1.** Studies as a visiting student in a foreign country for more than one calendar month;
 - 2.5.2.** Takes an academic leave and cannot actively participate in the work of the Student Council.

3. PROCEDURE RULES OF THE STUDENT COUNCIL

- 3.1.** The principles of the procedure rules and records management procedures of the Student Council shall be established by the Statutes and the Rules of Procedure of the Student Council.
- 3.2.** Regular meetings of the Student Council shall be held at least four times in a semester, once a calendar month on average.
- 3.3.** A meeting of the Student Council shall be called and chaired by the Chairman or a Vice-chairman of the Student Council.
- 3.4.** A meeting of the Student Council has quorum if more than half of the members of the Council are present.
- 3.5.** All members of the Student Council shall be notified of a meeting at least two calendar days in advance.
- 3.6.** An extraordinary meeting shall be called by the Chairman or a Vice-chairman of the Student Council not later than within seven days after:
 - 3.6.1.** A respective decision of the Board of the Student Council;
 - 3.6.2.** A request of at least three members of the Student Council.
- 3.7.** The Student Council shall generally adopt its decisions by a simple majority. Any

exceptions shall be set out in these Statutes and the Rules of Procedure of the Student Council.

- 3.8.** Minutes shall be taken for all meetings of the Student Council. The minutes shall be signed by the chair and the secretary of the meeting.
- 3.9.** The decisions of the Student Council shall be public. Any decisions concerning the Student Body as a whole shall be published on the website and notice board of the Student Council and on the social media website of the Student Body.
- 3.10.** The Student Council shall have a right to cancel a decision of the Board if it is in conflict with the Statutes or other legislation.
- 3.11.** The Student Council shall be deemed incapacitated if:
 - 3.11.1.** The Student Council has not held a meeting for sixty calendar days from the last meeting or, in case of a newly elected Council, thirty calendar days from the approval of the Student Council election results by the Rector;
 - 3.11.2.** The Student Council cannot elect the Board of the Student Council within thirty calendar days from the first meeting of a newly elected Student Council;
 - 3.11.3.** The Student Council has not announced a regular election by 1 May.
- 3.12.** In case of incapacitation, extraordinary election of the Student Council shall be organised in accordance with the Statutes and the rules for election of the Student Council.

4. ELECTIONS OF THE STUDENT COUNCIL

- 4.1.** Members of the Student Council shall be elected by electronic ballot.
- 4.2.** Regular election of the members of the Student Council shall take place annually in March.
- 4.3.** Every student of the EAMT shall have the right to vote in an election of the Student Council. The election conditions shall be established in the rules of election, which shall be approved by the Student Council.
- 4.4.** Regular elections of the Student Council shall be announced by the Student Council and organised by the election committee.
- 4.5.** Extraordinary elections of the Student Council shall be announced by:
 - 4.5.1.** The Student Council if a respective decision is adopted by at least 3/4 of the members of the Student Council;
 - 4.5.2.** A directive of the Rector of the EAMT (hereinafter 'Rector') if the Student Council is incapacitated;
 - 4.5.3.** The Rector if the Student Council has not announced a regular election of the Student Council by 1 May.

- 4.6. If an extraordinary election of the Student Council is announced by the Rector, the election shall be organised by an election committee appointed by a directive of the Rector.
- 4.7. The deadlines of election procedures in an extraordinary election of the Student Council shall be set by the party that announces the election.
- 4.8. The Student Council shall notify the students of a regular election of the Student Council at least two weeks in advance. The party announcing the election shall notify the students of an extraordinary election of the Student Council at least two weeks in advance.
- 4.9. The party organising the election shall submit election results to the current Student Council and the Rector.
- 4.10. The election committee shall have three members.
- 4.11. The election committee shall disclose the election results on the notice board and website of the Student Council and on the social media website of the Student Body.
- 4.12. If a member leaves the Student Council, the Student Council shall, with a simple majority, replace that member with a supporting member of the Student Council who would like to apply for this position. If the group of supporting members includes a candidate, who ran in the election of the Student Council but was not elected, that candidate shall have priority in replacing the former member. If the group of supporting members includes several candidates, who ran in the election but were not elected, the candidate who received the most votes in the election shall have priority.
- 4.13. The members of each Student Council shall fulfil their mandate until the first meeting of a newly elected Student Council. After announcement of the members of a new Student Council, the previous members shall hand over the documents of the Student Council to the new members within 30 calendar days and shall present the procedure rules of the Student Council to the new members.

5. THE BOARD OF THE STUDENT COUNCIL

- 5.1. The Board of the Student Council shall be made up the Chairman and two Vice-chairmen. Each Vice-chairman shall head one working group of the Student Council (section 6).
- 5.2. The Board of the Student Council and the Chairman of the Board shall be elected by the Student Council for one year within 30 calendar days from approval of the election results by the Rector.

- 5.3.** The Board of the Student Council shall be responsible for implementing the decisions of the Student Council.
- 5.4.** The Board shall adopt its decisions with a simple majority of votes.
- 5.5.** The functions of the Board of the Student Body include:
 - 5.5.1.** Daily management and representation of the Student Body;
 - 5.5.2.** Making decisions on behalf of the Student Body between meetings of the Student Council;
 - 5.5.3.** Appointing representatives of the Student Body to temporary bodies and working groups of the EAMT, federations of student unions and other organisations;
 - 5.5.4.** Submitting management reports to the Student Council;
 - 5.5.5.** Endorsing members of working groups;
 - 5.5.6.** Coordinating the activities of working groups and staff members;
 - 5.5.7.** Coordinating the activities of the representatives of the Student Body;
 - 5.5.8.** Organising implementation of decisions of the Student Council;
 - 5.5.9.** Ensuring organisation of the events of the Student Council;
 - 5.5.10.** Organising counselling of the students by the Student Body;
 - 5.5.11.** Organising holding, use and disposal of movable property within the limits specified in the Statutes of the EAMT;
 - 5.5.12.** Organising the use of the funds allocated from the budget of the EAMT for the activity of the Student Council;
 - 5.5.13.** Performing other tasks arising from the Statutes and legislation.
- 5.6.** The Chairman of the Student Council shall coordinate the work of the Board of the Student Council.
- 5.7.** As a rule, the Chairman of the Student Council shall sign any contracts, powers of attorney or other decisions on behalf of the self-government of the Student Body. The Student Council or the Chairman of the Student Council can also grant respective powers to another member of the Student Council.
- 5.8.** A detailed mandate and specific tasks of the Board of the Student Council shall be specified for each new period of office at the first meeting of the Board of the Student Council. The members of the Student Council shall be notified of the detailed mandate and specific tasks of the Board members at the first meeting of the Student Council following the respective Board meeting.
- 5.9.** Any member of the Student Council may propose a vote of no confidence against the Chairman or a Vice-chairman of the Student Council. The person subject to the no confidence vote shall not have the right to vote in the no confidence procedure.

- 5.10.** A no confidence decision shall be adopted if over half of the members of the Student Council vote in favour of the decision.

6. WORKING GROUPS OF THE STUDENT COUNCIL

- 6.1.** In order to organise activities in specific fields, the Student Council shall establish two permanent working groups:
- 6.1.1.** Working Group for Finances and Communication;
 - 6.1.2.** Working Group for Sports and Culture.
- 6.2.** Every member of the Student Council shall belong to at least one working group.
- 6.3.** The working groups shall be headed by the Vice-chairmen of the Board.
- 6.4.** The specific duties of the working groups shall be specified in the Rules of Procedure of the Student Council.

7. SUPPORTING MEMBERS OF THE STUDENT COUNCIL

- 7.1.** Any student of the EAMT who submits a respective application can become a supporting member of the Student Council.
- 7.2.** One of the supporting members shall replace a member, who has left the Student Council, in accordance with the procedure specified in clause 4.12 of the Statutes of the Student Body.
- 7.3.** Supporting members do not have voting rights.
- 7.4.** Supporting members are not required to belong to a working group.
- 7.5.** Supporting members may participate in the meetings of the Student Council.

8. STUDENT REFERENDUM AND INITIATIVE

- 8.1.** A student referendum is a vote on particularly important issues by all of the students.
- 8.2.** A proposal to put an issue to a referendum may be made by at least one twentieth of the Student Body or the Student Council or the EAMT Council.
- 8.3.** A detailed procedure of the student referendum shall be specified in the Rules of Procedure of the Student Council.
- 8.4.** At least 15 members of the Student Body shall have the right to submit joint applications for proposing draft decisions concerning the Student Body. A joint application shall be submitted to the Student Council, which shall review the application at its next meeting and shall make a decision on further processing of the initiative.
- 8.5.** A representative of the students who filed a joint application shall have the right

to attend the debate on the respective issue at the meeting of the Student Council.

9. ASSETS OF THE STUDENT COUNCIL

- 9.1.** The budget of the EAMT shall include funds for the Student Body to exercise its self-government. The Student Council shall use the funds at its discretion for the performance of its functions arising from the laws and the Statutes.
- 9.2.** The budget of the Student Council is part of the EAMT budget.
- 9.3.** The Student Council shall have the right to provide services for a charge in order to fund its activities specified in the Statutes.
- 9.4.** The assets held by the Student Council shall comprise:
 - 9.4.1.** Allocations from the EAMT budget to ensure working capacity of the Student Council;
 - 9.4.2.** Voluntary donations and targeted support;
 - 9.4.3.** Revenue from events and activities of the Student Body;
 - 9.4.4.** Other income.
- 9.5.** The Chairman of the Student Council shall be liable for legitimate use of the assets of the Student Council.
- 9.6.** The EAMT shall provide the Board of the Student Council and the Student Council with premises required for their activities.
- 9.7.** The Board of the Student Council shall be liable for correctness of the accounting records of the Student Council.
- 9.8.** The Student Council may set up an audit committee of up to three members, who shall not be members of the Board of the Student Council, to audit legitimacy and purposefulness of the use of the assets of the Student Body.
- 9.9.** The EAMT has the right to supervise the use of the assets allocated by the EAMT to the Student Council.

10. AMENDMENT OF THE STATUTES

- 10.1.** At least 1/3 of the members of the Student Council, the Board of the Student Council, the EAMT Council, the Rector or at least 15 students submitting a joint application shall have the right to initiate amendment of the Statutes of the Student Body.
- 10.2.** A proposal to amend the Statutes shall be submitted to the Student Council through the Board of the Student Council. The Student Council shall discuss the proposal at the next meeting of the Student Council.
- 10.3.** A decision on the amendment of the Statutes shall be adopted if at least 2/3 of

the members of the Student Council vote in favour of the decision.

- 10.4.** The adopted amendments to the Statutes shall be submitted to the EAMT Council for approval.

11. TERMINATION OF THE STUDENT COUNCIL'S ACTIVITIES SPECIFIED IN THE STATUTES

- 11.1.** The Student Council shall terminate its activities:
- 11.1.1.** Upon termination of the activities of the EAMT;
 - 11.1.2.** In cases prescribed by law.
- 11.2.** Upon termination of the Student Council, the Student Council shall establish a liquidation committee composed of at least three members.
- 11.3.** Any assets and funds at the disposal of the Student Council shall be transferred to the EAMT or the legal successor of the EAMT, whereas the aforementioned assets and funds shall be used for the general needs of the students.
- 11.4.** The mandate of the liquidation committee shall expire with the termination of the liquidation procedure.
- 11.5.** The liquidation procedure and the activities of the Student Body shall be terminated upon approval of a respective instrument and report, which is prepared by the liquidation committee, in the EAMT Council and publication of a relevant notice.

12. IMPLEMENTING PROVISIONS

- 12.1.** The Statutes shall enter into force on the first day following the approval thereof by the EAMT Council.