

**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 (hereinafter: ‘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 procedural rules of those bodies.

**1.2.** The Student Body of the EAMT (hereinafter ‘Student Body’) is an institution, which exercises the right of EAMT students (hereinafter ‘students’) to autonomy, including the right to decide on and manage independently, according to the 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 students enrolled at EAMT.

**1.4.** The main objectives of the Student Body include:

**1.4.1.** Advocating high-quality education for students at EAMT;

**1.4.2.** Supporting the creation of an environment necessary for studies, research and creativity;

**1.4.3.** Ensuring that the Student Body is represented at decision-making concerning the 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 EAMT (hereinafter ‘Student Council’), which consists of a maximum number of five members elected democratically by the students. The Student Council has its own seal and insignia.

**1.6.** The official name of the Student Council at EAMT 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.

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

## **2. STRUCTURE OF THE STUDENT COUNCIL**

**2.1.** The democratically elected Student Council also includes supporting members and members of the Student Club who have no voting rights, but who have specific tasks, rights and obligations.

## **3. STUDENT COUNCIL**

**3.1.** The Student Council is a democratically elected representative body of the student body.

**3.2.** The Student Council shall consist of a maximum number of five members, each of whom shall have their own position and area of responsibility.

### **3.2.1.** Chairman of the Student Council:

3.2.1.1. Is a member of the Board of the Student Council;

3.2.1.2. Coordinates the entire work of the Student Council and is responsible for its smooth operation;

3.2.1.3. Is responsible for the financial affairs of the Student Council;

3.2.1.4. Is a member of the EAMT Council;

3.2.1.5. Participates in the work of partner organisations.

### **3.2.2.** Vice-Chairman of Communications:

3.2.2.1. Is a member of the Board of the Student Council;

3.2.2.2. Is responsible for the management of the Student Council's communication channels and the exchange of information;

3.2.2.3. Takes the minutes at the meetings of the Student Council;

3.2.2.4. Is a member of the EAMT Council;

3.2.2.5. Participates in the work of partner organisations.

### **3.2.3.** Vice-Chairman of Sports:

3.2.3.1. Is a member of the Board of the Student Council;

3.2.3.2. Is responsible of the sports activities of the students;

3.2.3.3. Is a member of the EAMT Council;

3.2.3.4. Participates in the work of partner organisations.

**3.2.4. Foreign and Exchange Student Coordinator:**

3.2.4.1. Performs the tasks of a tutor;

3.2.4.2. Is responsible for the integration of foreign and exchange students;

3.2.4.3. Organises events related to his or her field;

3.2.4.4. Participates in the work of the respective partner organisations.

**3.2.5. Administrator:**

3.2.5.1. Manages the notice board of the Student Council;

3.2.5.2. Is responsible for the acquisition, availability and maintenance of the Student Council's inventory;

3.2.5.3. Is responsible for the preparation and dissemination of the office hours schedule of the Student Council.

**3.3. The functions of the Student Council include:**

**3.3.1.** Adopting and amending the procedural rules, election procedures and other regulations of the Student Council;

**3.3.2.** Electing and removing members of the Board of the Student Council;

**3.3.3.** Discussing proposals for amending the Statutes and submitting them to the EAMT Council for approval;

**3.3.4.** Preparing a draft budget of the Student Council;

**3.3.5.** Announcing elections of the Student Council;

**3.3.6.** Deciding on the 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;

**3.3.7.** Deciding on the membership of the Student Body in international organisations or on starting cooperation with such organisations;

**3.3.8.** Adopting positions on issues related to the Student Body or EAMT;

**3.3.9.** Making proposals to the Rector's office of EAMT for allocating personnel expenditures budgeted for the Student Council;

**3.3.10.** Deciding on the provision of services to students;

**3.3.11.** Representing the Student Body and making decisions on behalf of the Student Body;

- 3.3.12.** Advocating for the intellectual and social interests and rights of the students;
  - 3.3.13.** Establishing the opinions of the students by organising surveys and opinion polls;
  - 3.3.14.** 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;
  - 3.3.15.** Organising the events of the EAMT Student Body;
  - 3.3.16.** Promoting leisure and sports opportunities for the students;
  - 3.3.17.** Performing other tasks arising from the laws and legislation of the Republic of Estonia.
- 3.4.** A member of the Student Council has the right to:
- 3.4.1.** Vote;
  - 3.4.2.** Receive compensation for his or her work;
  - 3.4.3.** Run for the elections of the Student Council;
  - 3.4.4.** Have constant access to the office of the Student Council. A member of the Student Council will be provided a key to the office;
  - 3.4.5.** According to the Rules of Procedure of the Student Council, members have access to the benefits related to the membership of the Student Council.
- 3.5.** A member of the Student Council shall:
- 3.5.1.** 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;
  - 3.5.2.** Be familiar with these Statutes and act in compliance with the Statutes;
- 3.6.** A member of the Student Council shall be removed from the council and his or her mandate shall be cancelled upon:
- 3.6.1.** Submission of a respective application;
  - 3.6.2.** Repeated breaches of these Statutes resulting in a decision by the Student Council to remove the member from the Student Council;
  - 3.6.3.** Deletion from the matriculation register.
- 3.7.** 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 3.6.3.

**3.8.** The Board of the Student Council may temporarily name a member of the Student Council a supporting member if that member:

**3.8.1.** Studies as a visiting student in a foreign country for more than one calendar month;

**3.8.2.** Takes academic leave and cannot actively participate in the work of the Student Council.

**3.9.** If a member of the Student Council resigns from the position for the reasons listed in clause 3.6 or 3.8, their seat is filled in accordance with paragraph 7.12. In a situation where none of the supporting members wish to apply for the vacant position, one of the rest of the members of the Student Council will temporarily take up the responsibilities of the member who left. A temporary acting member is entitled to receive additional compensation equal to the compensation received on their own position.

#### **4. SUPPORTING MEMBERS**

**4.1.** The number of the supporting members of the Student Council is not limited.

**4.2.** A student who wishes to become a supporting member of the Student Council shall submit a respective application, sending it to the e-mail address of the Student Council.

**4.3.** Tasks of supporting members include assisting the members of the Student Council in their work and actively contributing ideas. The tasks are set out in more detail in the Rules of Procedure of the Student Council.

**4.4.** Supporting members have the right to run for the election of the Student Council to become a member of the Student Council. According to the Rules of Procedure of the Student Council, they are entitled to benefits resulting from being a support member.

**4.5.** A supporting member shall:

**4.5.1.** Assist the members of the Student Council with at least one project during a semester;

**4.5.2.** Participate in the meetings of the Student Council; absence from more than two consecutive regular meetings without good reason shall be considered a breach of these Statutes;

**4.5.3.** Be familiar with these Statutes and act in compliance with these Statutes;

- 4.6. A supporting member's membership shall be cancelled upon:
  - 4.6.1. Submission of a respective application;
  - 4.6.2. Election of the member of the Student Council;
  - 4.6.3. Repeated breaches of these Statutes resulting in a decision by the Student Council to cancel the membership of the supporting member;
  - 4.6.4. Deletion from the matriculation register.
- 4.7. 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 4.6.4.
- 4.8. The Board may temporarily name a member of the Student Council a member of the Student Club if that member:
  - 4.8.1. Studies as a visiting student in a foreign country for more than three calendar months;
  - 4.8.2. Takes academic leave and cannot actively participate in the work of the Student Council.

## **5. MEMBERS OF THE STUDENT CLUB**

- 5.1. The number of members of the Student Club is not limited.
- 5.2. A student who wishes to become a member of the Student Club shall submit a respective application, sending it to the e-mail address of the Student Council.
- 5.3. The tasks of the members of the Student Club include occasionally assisting the Student Council in their work and actively contributing ideas.
- 5.4. According to the Rules of Procedure of the Student Council, members of the Student Club are entitled to benefits related to membership of the Student Club.
- 5.5. Members of the Student Club shall:
  - 5.5.1. Participate in at least 50% of the meetings of the Student Council during the academic year;
  - 5.5.2. Be familiar with these Statutes and act in compliance with them;
- 5.6. Membership of the Student Club shall be cancelled upon:
  - 5.6.1. Submission of a respective application;

**5.6.2.** Submission of an application to become a supporting member and approval of that application;

**5.6.3.** Repeated breaches of these Statutes resulting in a decision by the Student Council to cancel the membership of the Student Club;

**5.6.4.** Deletion from the matriculation register.

**5.7.** If a member of the Student Club 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 membership of the Student Club on the basis of clause 5.6.4.

## **6. PROCEDURAL RULES OF THE STUDENT COUNCIL**

**6.1.** The principles of the procedural rules and records management procedures of the Student Council shall be established by these Statutes and the Procedural Rules of the Student Council.

**6.2.** Regular meetings of the Student Council shall be held at least four times in a semester, once a calendar month on average.

**6.3.** A meeting of the Student Council shall be called and chaired by the Chairman or a Vice-Chairman of the Student Council.

**6.4.** A meeting of the Student Council has a quorum if more than half of the members of the Council are present.

**6.5.** All members of the Student Council shall be notified of a meeting at least two calendar days in advance.

**6.6.** An extraordinary meeting shall be called by the Chairman or a Vice-Chairman (in the absence of the Chairman) of the Student Council not later than within seven days after:

**6.6.1.** A respective decision of the Board of the Student Council;

**6.6.2.** A request by at least three members of the Student Council.

**6.7.** The Student Council shall generally adopt its decisions by a simple majority. Any exceptions shall be set out in these Statutes and the Procedural Rules of the Student Council.

**6.8.** 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.

**6.9.** 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.

**6.10.** The Student Council shall have the right to cancel a decision of the Board if it is in conflict with these Statutes or other legislation.

**6.11.** The Student Council shall be deemed incapacitated if:

**6.11.1.** The Student Council has not held a meeting for sixty calendar days from the last meeting or, in the case of a newly elected Council, thirty calendar days from approval of the Student Council election results by the Rector;

**6.11.2.** 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;

**6.11.3.** The Student Council has not announced a regular election by 1 May.

**6.12.** In the case of incapacitation, an extraordinary election of the Student Council shall be organised in accordance with the Statutes and rules for the election of the Student Council.

## **7. ELECTIONS OF THE STUDENT COUNCIL**

**7.1.** Members of the Student Council shall be elected by electronic ballot.

**7.2.** Regular elections of members to the Student Council shall take place annually in March.

**7.3.** Every student of EAMT shall have the right to vote in an election of the Student Council. The election conditions shall be established in the rules for elections, which shall be approved by the Student Council.

**7.4.** Regular elections of the Student Council shall be announced by the Student Council and organised by the election committee.

**7.5.** Extraordinary elections of the Student Council shall be announced by:

**7.5.1.** The Student Council if a respective decision is adopted by at least 3/4 of the members of the Student Council;

**7.5.2.** A directive of the Rector of EAMT (hereinafter 'Rector') if the Student Council is incapacitated;

**7.5.3.** The Rector if the Student Council has not announced a regular election of the Student Council by 1 May.

**7.6.** 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.

**7.7.** The deadlines of election procedures in an extraordinary election of the Student



Council shall be set by the party that announces the election.

**7.8.** 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.

**7.9.** The party organising the election shall submit election results to the current Student Council and the Rector.

**7.10.** The election committee shall have three members.

**7.11.** 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.

**7.12.** 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.

**7.13.** 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 procedural rules of the Student Council to the new members.

## **8. THE BOARD OF THE STUDENT COUNCIL**

**8.1.** The Board of the Student Council shall be made up of the Chairman and two Vice-Chairmen.

**8.2.** 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 of the approval of the election results by the Rector.

**8.3.** The Board of the Student Council shall be responsible for implementing the decisions of the Student Council.

**8.4.** The Board shall adopt its decisions with a simple majority of votes.

**8.5.** The functions of the Board of the Student Body include:

**8.5.1.** Daily management and representation of the Student Body;

**8.5.2.** Making decisions on behalf of the Student Body between meetings of the Student Council;

**8.5.3.** Appointing representatives of the Student Body to temporary bodies and working groups of EAMT, federations of student unions and other organisations;

**8.5.4.** Submitting management reports to the Student Council;

**8.5.5.** Coordinating the activities of the representatives of the Student Body;

**8.5.6.** Coordinating the implementation of the decisions of the Student Council;

**8.5.7.** Ensuring the coordination of the events of the Student Council;

**8.5.8.** Organising the counselling of the students by the Student Body;

**8.5.9.** Organising the holding, use and disposal of movable property within the limits specified in the Statutes of EAMT;

**8.5.10.** Organising the use of the funds allocated from the budget of EAMT for the activity of the Student Council;

**8.5.11.** Performing other tasks arising from the Statutes and legislation.

**8.6.** The Chairman of the Student Council shall coordinate the work of the Board of the Student Council.

**8.7.** 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.

**8.8.** 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.

**8.9.** 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.

**8.10.** A no confidence decision shall be adopted if over half of the members of the Student

Council vote in favour of the decision.

## **9. STUDENT REFERENDA AND INITIATIVES**

**9.1.** A student referendum is a vote on particularly important issues by all of the students.

**9.2.** 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.

**9.3.** A detailed procedure of the student referendum shall be specified in the Procedural Rules of the Student Council.

**9.4.** 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.

**9.5.** 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.

## **10. ASSETS OF THE STUDENT BODY**

**10.1.** The budget of EAMT shall include funds for the Student Body to exercise its autonomy. The Student Council shall use these funds at its discretion for the performance of its functions arising from the laws and these Statutes.

**10.2.** The budget of the Student Council is part of the EAMT budget.

**10.3.** The Student Council shall have the right to provide services for a charge in order to fund its activities specified in the Statutes.

**10.4.** The assets held by the Student Council shall comprise:

**10.4.1.** Allocations from the EAMT budget to ensure the working capacity of the Student Council;

**10.4.2.** Voluntary donations and targeted support;

**10.4.3.** Revenue from events and activities organised by the Student Body;

**10.4.4.** Other income.

**10.5.** The Chairman of the Student Council shall be liable for legitimate use of the assets of the Student Council.

**10.6.** EAMT shall provide the Board of the Student Council and the Student Council with the

premises and technical equipment required for their activities.

**10.7.** The Board of the Student Council shall be liable for the correctness of the accounting records of the Student Council.

**10.8.** 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 the legitimacy and purposefulness of the use of the assets of the Student Body.

**10.9.** EAMT has the right to supervise the use of the assets allocated by EAMT to the Student Council.

## **11. AMENDMENT OF THE STATUTES**

**11.1.** 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 an amendment to the Statutes of the Student Body.

**11.2.** 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.

**11.3.** A decision on an amendment to the Statutes shall be adopted if at least 2/3 of the members of the Student Council vote in favour of the decision.

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

## **12. TERMINATION OF THE ACTIVITIES OF THE STUDENT BODY SPECIFIED IN THE STATUTES**

**12.1.** The Student Body shall terminate its activities:

**12.1.1.** Upon termination of the activities of EAMT;

**12.1.2.** In cases prescribed by law.

**12.2.** Upon termination of the Student Body, the Student Council shall establish a liquidation committee composed of at least three members.

**12.3.** Any assets and funds at the disposal of the Student Council shall be transferred to EAMT or the legal successor of EAMT, where the aforementioned assets and funds shall be used for the general needs of the students.

**12.4.** The mandate of the liquidation committee shall expire with the termination of the liquidation procedure.

**12.5.** 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 the publication of a relevant notice.

## **12. ADMINISTRATIVE PROVISIONS**

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