

# Directive concerning the acknowledgement of student associations by EPFL

LEX 8.2.1

1<sup>st</sup> February 2018, status as at 15<sup>th</sup> March 2021

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*The Direction of the Ecole polytechnique fédérale de Lausanne,*

based on Art. 5 para. 1 and 2 of the Federal Act on the Federal Institutes of Technology of 4<sup>th</sup> October 1991,

based on the Federal Act on the Protection of the Swiss Coat of Arms and Other Public Signs of 21<sup>st</sup> June 2013,

*hereby adopts the following:*

## **Article 1      Subject**

With the present directive, the EPFL Direction lays out the rules to be observed internally concerning the acknowledgement of student associations.

## **Article 2      Definition and purpose of acknowledgement**

<sup>1</sup> The term ‘acknowledgement’ refers to the authorisation granted by EPFL to an association to use the EPFL designations and symbols within the context of their activities or their associated forms of expression, and to thereby benefit from the use of certain EPFL administrative infrastructures for their activities, such as computer resources (namely a page on the EPFL website, email address and access to electronic mailing lists) and other advertisement materials, or even premises on campus, subject to available resources for associations.

<sup>2</sup> Acknowledgement is intended to standardise the relationship between the student association and EPFL, in order to facilitate the activity of the former and to limit the risk of prejudice to the latter.

## **Article 3      Conditions of acknowledgement**

<sup>1</sup> EPFL may acknowledge a student association provided that:

- a. the student association has been established in accordance with Swiss law;
- b. at least half of the members of the student association are students of Swiss universities or higher education institutions;
- c. at least half of the members of the student association’s steering committee are EPFL or UNIL students;
- d. the president of the student association is an EPFL or UNIL student;
- e. the goals and activities of the student association are related to EPFL missions, or are intended for the representation, integration, development or recreational activities of EPFL students, or for campus-based entertainment;
- f. the goals and activities of the student association are compatible with EPFL missions;
- g. the student association remains independent of all political or religious orientation or attachment, without prejudice to its legitimacy to participate in political debate over questions relating to studies;

- h. in its articles, the student association provides for a collective signature for use in its financial commitments.

<sup>2</sup> EPFL shall maintain its acknowledgement for as long as the student association continues to meet the conditions required for its issuance, to remain active, to show transparency, responsibility and solidarity in the handling of its affairs, and to abstain from incurring harm to EPFL. In order to judge these criteria, EPFL examines whether or not the student association:

- a. keeps an up to date version of its articles available on its webpage;
- b. informs EPFL of any projects for modification concerning its articles and changes in committee membership, and of all problems which may bring harm to the image of EPFL;
- c. respects EPFL rules and instructions in relation to its activities, namely with regards to sponsoring and the organisation of events on the EPFL campus;
- d. respects EPFL rules and instructions in relation to its finances, namely regarding particularly significant funding amounts, the obligation to submit its accounts to an authorised third party recorded in the register of the Federal Audit Oversight Authority of Switzerland (ASR), as well as potentially the obligation to redistribute excess funds in favour of student-related projects or to the EPFL Students Foundation (FEE) if, after setting aside sufficient reserve funds and provisions, the student association's funds should exceed the amount corresponding to twice its annual spending budget.

<sup>3</sup> EPFL requests within a reasonable timeframe all documents useful for assessing conditions for the issuance or maintenance of acknowledgement, namely the association's articles, activity report, balance sheet and information regarding the membership composition and the composition of the committee of the student association.

<sup>4</sup> In the case that a student association should fail to meet its obligations, EPFL shall formally request an explanation from the association concerned, and where necessary, the rectification of the situation. In serious cases, or where a formal request has had no effect, EPFL shall retract its acknowledgement, either temporarily or permanently.

#### **Article 4      Application**

The Associate Vice Presidency for Student Affairs and Outreach ensures the correct application of the present directive.

#### **Article 5      Repeal of existing legislation**

The present directive abrogates and replaces the 'Directive Governing Student Associations Acknowledged by EPFL' of 1<sup>st</sup> March 2005, as well as all previous texts regarding the acknowledgement of student associations.

**Article 6      Entry into force**

The present directive entered into force on 1<sup>st</sup> February 2018 and was revised on 15<sup>th</sup> March 2021 (version 1.2).

On behalf of the EPFL Direction:

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