

Statutes of ESN UK

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Title I Name and Nature of the Organisation

Article 1 Name and Nature of the Organisation

1.1. The organisation carries the name “Erasmus Student Network UK CIC”, hereafter called ESN UK.

1.2. ESN UK is a member of the Erasmus Student Network AISBL, hereafter called ESN International, as such shall abide by and uphold the values and the Statutes of ESN International.

1.3. The National Assembly (as defined in Article 16 of the present Statutes) can request to change the name of the ESN country as used by ESN International.

1.4. ESN UK is a Community Interest Company registered in England and Wales no. 09200496.

Title II Aims

Article 2 Aims of the organisation

2.1. This organisation aims to:

2.1.1 Protect the interests of students who study at UK institutions for higher education, be it full-time, part-time, or as exchange.

2.1.2 Improve the practical and social integration of international students in the UK, by encouraging them to be active in the network.

2.1.3 Help reintegrate UK exchange students into their home countries by encouraging them to be active in the network.

2.1.4 Further the advancement of cross-cultural understanding of students within the UK by enabling them to study in foreign academic institutions and gain deeper perspectives on foreign cultures.

2.1.5 Encourage students to spend a part of their higher education studying in a foreign country to experience learning in foreign environments.

2.2. The organisation aims to defend the interests of ESN UK sections that support the aforementioned goals by facilitating access to information, services and activities that promote the aims stated (above) in Article 2.

Article 3 Non-political organisation

3.1. ESN UK is a non-political organisation and works without:

3.1.1 Connections to political parties or systems.

3.1.2 Commitment to specific political thoughts or ideologies.

3.1.3 Connections to any religious or confessional groupings.

Title III Structure

Article 4 Bodies of the organisation

4.1. Governing Bodies, also known as statutory bodies shall be comprised of:

4.1.1. The National Assembly, hereafter designated the NA.

4.1.2. The National Board, hereafter designated the NB.

4.2 Supporting Bodies are:

4.2.1. The National Board Support, hereafter designated the NBS.

4.2.2. The Audit Commission comprised of:

- a) The Legal Auditor.
- b) The Financial Auditor.

4.3 The specific procedures of the mentioned bodies are defined in detail in the implementation rules, hereafter called Standing Orders (SO).

Article 5 Definition of bodies

5.1. The NA is the highest decision-making body of ESN UK. It is constituted by all the members of the organisation which are entitled with one vote. Its powers include:

- Deciding on the admission and exclusion of members.
- Electing the NB, NBS and Audit Commission and any other matter that is not reserved to the NB.
- Overruling any decision made by the NB.

The NA also serves as means for the cooperation between Sections and between Sections and the NB.

5.2. The NB is the executive and administrative body of ESN UK that is responsible for the management, administration and external representation of the National Organisation. It is the binding body between the sections of ESN UK and is also a link between the sections and ESN International. Any decisions made by the NA aims to enlarge and strengthen the National Organisation in accordance with ESN International and the present Statutes.

5.3. The NBS assists the NB in their operations. Its members do not have executive power and are thus not registered as part of the organisations' board of directors.

5.4. The Audit Commission oversees the management and financial acts of ESN UK, ensuring compliance with the Statutes, regulations and other applicable laws.

Chapter 1: Members of ESN UK

Article 6 Definition of members

6.1. Any non-profit student organisation and/or individual members of approved sections shall be considered members of ESN International and can, in accordance with the aforementioned body's Statutes, the principles and Statutes of ESN International and ESN UK, apply for membership. Said organisation will be based in its city or university of origin.

6.2. A member organisation shall hereinafter be designated “Section”.

6.3. It is mandatory that each section forms a Local Board consisting of a minimum of three persons, including the President, hereafter referred to as the local President.

Chapter 2: Candidacy for membership

Article 7 Candidate Section

7.1 Application for a Candidate Section can be made by the following:

7.1.1. SU-affiliated Society.

7.1.2. IRO-affiliated group of students.

7.1.3. University affiliated Independent organisation.

7.2 A potential section applying to be a Candidate Section (hereinafter known as ‘student society’) must comply with the following requirements:

7.2.1. Submit a Candidacy application form.

7.2.2. Have a Local Board consisting of at least 3 positions.

7.2.3 Have at least 15 society members. A society member can be any Erasmus, Exchange, International or local Student, either part-time or full-time on their Bachelors, Masters or PhD, Trainees, EVS or anyone else who is eligible to purchase an ESNcard).

7.3. A student society shall not become a member until it has been given the status of ‘Candidate Section’ in accordance with Article 8.3 of the Statutes of ESN International.

7.4. A Candidate Section has all the rights of a full member section excluding the following:



7.4.1 To present candidates to the International Board.

7.4.2 To use the ESN Visual Identity.

7.4.3 To include ESN in its title, unless followed or preceded by the words “Candidate Section”.

7.4.4 To buy and sell ESNcards

7.5. A Candidate Section can only apply for full section status 6 months after the NA where CS was approved.

7.6. A student society applying for Candidate Section status will be notified by the NB their allocated presentation time, a minimum of one week in advance of the NA. If the next NA is less than one calendar month from the date the application is received, the applying student society shall be given the choice of presenting at that NA meeting or postpone until the next.

7.7 A Candidate Section will have its rights revoked if the application for full membership is not submitted within one year of being approved as a Candidate Section.

Article 8 Full membership

8.1. After 6 months upon approval, a Candidate Section can apply for full membership.

8.2. A Candidate Section is required to submit a report to the NB at least two weeks in advance of the NA in which they apply for full section status. The report must include:

8.2.1 A clear outline of activities during their tenure as a Candidate Section.

8.2.2 A budget indicating sufficient funds to cover the operational costs of a Section for one whole year from the date of the NA.

8.2.3 Evidence of support, as stated in the section requirement (15.2.4.)

8.2.4 A clear recruitment strategy for the following academic year and can commit one member who will be running for the following mandate.

8.3. The NB will inform the Candidate Section, a week prior to the NA, of their presentation time.

8.4. At least one Candidate Representative (Local Board or active member) must attend the NA to present a summary of the aforementioned report.

Article 9 Standing Orders for membership enquiries

9.1. A Candidate Section or Section must be approved by the NA according to the following procedure:

9.1.1 The vote shall be a secret vote to reduce the influence of other members.

9.1.2 A two-thirds majority must be reached to grant a new membership status.

9.1.3 If a two-thirds majority is not reached, an aspiring Section is not granted their new membership status and may not reapply until the next NA meeting.

9.2. Exemptions can be granted at the discretion of the NB in the event that a Section applying for full membership, or aspiring student society applying for the status of Candidate Section, cannot comply with the following requirements:

9.2.1 Paragraph 7 of the Candidate Section Procedure.

9.2.2 Article 8.4 of the present Statutes.

Chapter 3: Dissolving membership

Article 10 Subject to expulsion

10.1. A Section can be expelled:

10.1.1 When receiving two warnings in writing via email.

10.2. A warning is issued by the NB in the following cases:

10.2.1 If the Section has not paid the membership fee as stated in the Statutes within the deadline set by the National Board. The membership fee may be reviewed annually

at the final scheduled NA meeting of the academic year if specifically requested by a member section or a member of the NB.

- a) If a member section or member of the NB wishes to propose a review of the ESN UK annual membership fee, they must state the reasons why they believe this is necessary. This shall then be discussed by the NA and a vote shall be held.
- b) The membership fee shall be reviewed and altered annually by the NB subject to Network requirements at the end of each mandate.

10.2.2 If it has not provided information about the elected Board for the current year the latest 2 weeks after the new Local Board's election.

10.2.3 If it has not fulfilled other financial obligations towards ESN UK within the deadline set by the National Board.

- a) In the event that a Section notifies the NB of their inability to fulfil this obligation, a reasonable repayment plan can be arranged at the discretion of the NB.

10.2.4 If it acts in a way that is incompatible with the Statutes of ESN International or ESN UK.

10.2.5. In the event that sections do not comply with any of the Section Requirements (hereinafter referred to as "SR") as stated in article 15, the sections are alerted to the removal of their voting rights and ability to order and purchase new ESN cards (probationary deprivation).

- a) The first failure to comply with the SR may lead to a deprivation of voting rights at the next NA.
- b) The second failure to comply with the SR may lead to a loss of the delegate spot at the EGM.
- c) The third failure to comply with the SR may lead to:
 - (i) The Section under probation having to reapply to become a Section.
 - (ii) The Candidate Section under probation having to reapply to become a Candidate Section.
- d) The fourth failure to comply with the SR will lead to Expulsion of the said Section subject to the NA.

10.2.6 If the section has had fewer than three Local Board members, as defined by Article 6.3 of the present Statutes, for a period of more than twelve months:

- a) At the discretion of the NB, an exemption may apply to a Section who does not fulfil its obligations in accordance with Article 10.2.6.

10.2.7 If it fails to attend two consecutive NAs, the Section may be deemed inactive.

10.3. A warning is repeated:

10.3.1 28 days after the previous warning, if the payment of the membership fee has not been made, or if the section failed to comply with the SR.

10.3.2 28 days after the previous warning, if the payment of an invoice has not been made, or if the section failed to comply with the SR.

10.3.3 15 days after the previous warning, if the information of section activity of the past year to ESN UK is not provided in due time.

10.4. An individual warning is removed from record after a period of 365 days.

Article 11 Standing Orders for expulsion proceedings

11.1. A Section up for expulsion must be contacted and informed by either the ESN UK President or the ESN UK National Representative (hereinafter referred to as the NR), in writing a minimum of 28 days before the vote of expulsion.

11.1.1 The Section can respond to the proposal of expulsion within three weeks. Any such response must be considered when voting on the expulsion.

11.2. The vote of expulsion shall take place at the next NA meeting that conforms to the requirements of Article 11.1 above, or online.

11.3. A two-third absolute majority of the NA is necessary for a vote of expulsion to be successful.

11.4. An expelled Section may reapply for membership no earlier than nine months from the date of expulsion. Any such re-application shall be treated as a new application in accordance with Chapter 2 of the present Statutes.

11.5. An expelled Section loses all rights and duties from the date of expulsion, except for the right to appeal to the NB for a reapplication at the next NA meeting.

11.5.1 Any such appeal must be made to the NB in writing no later than 30 days from the date of expulsion.

11.5.2 Any such re-application must comply with Article 8, notwithstanding the 9 month requirement as stated in Article 11.4.

Article 12 Withdrawal of members

12.1. A Section may withdraw from ESN UK by sending a written notice to the NB or their NA or to the International Board, if ESN UK has less than two active sections.

12.2. A withdrawing Section loses all rights and duties from the date of withdrawal.

12.3. If a withdrawn Section wishes to re-establish its membership, it shall be treated as a new applicant section and shall thus be subject to the requirements of Chapter 2 of the present Statutes.

Chapter 4: Rights, obligations and duties of members

Article 13 Rights of members

13.1 A Candidate Section and a Section can propose candidates for any position in the NB, NBS and AC.

13.2 A Section can be named after the university where it is based, or may choose another name. If the section chooses another name it cannot include:

13.2.1 The name of the country or references to religious or political ideologies, unless they are a part of the name of the city or higher education institution(s), where the Section operates.

13.3. Rights that all members have are:

13.3.1 Vote at their NA in accordance with the national statutes and established procedures;



13.3.2 Demand a vote of dismissal during an NA on either the NB/S as a whole or a single NB member in accordance with our national statutes and established procedures;

13.3.3. Propose topics to the agenda of the GA meeting through the Sections' Initiative;

13.3.4. Call for, and participate in a Referendum;

13.3.5. Participate in a sections consultation;

13.3.6 Use ESN tools, services, and resources;

13.3.7. Have representatives in various ESN International events and conferences;

13.3.8. Have representatives join teams of ESN International;

13.3.9. Be informed by the NO on their voting at the GA.

Article 14 Obligations of members

14.1. Member sections are obliged to:

14.1.1 Act in accordance with the Statutes, rules and decisions of ESN UK.

14.1.2 Ensure that ESN UK is provided with accurate and up-to-date information about the member section if so requested by the NB within 2 weeks time.

14.1.3 Act in the spirit of a non-profit organisation through its financial actions, and similarly ensure that no individual section member can obtain financial reward for their actions or activities as part of the Erasmus Student Network.

- a) The above applies only to actual monetary reward and not items of pecuniary value that the member legitimately receives in order to be able to adequately perform their duties.

14.2. A section must provide information of section activity of the past year to ESN International at least once a year, filling the appropriate form given by the Board.



Chapter 5: Section Requirements

Article 15 Section Requirements:

15.1 The requirements for a Section are:

15.1.1 The presence of certain elements in the creation of a new Local Board of an ESN Section and the sustained presence of these elements throughout the Section's membership, for the Section to remain a member of ESN UK CIC.

15.1.2 The activities of a Section must be monitored by the National Vice-President.

15.2 Aspects to be monitored:

15.2.1. Human Resources:

a) The presence of a capable Local Board and committee, composed of at least five motivated volunteers who support Section's President. Aside from the committee, a Local Board must be composed of at least three volunteers, as per Article 6.2.2.

b) As a minimum, the Local Board must include:

(i) a President

(ii) a Treasurer

(iii) an Events Coordinator

If a Section fails to comply with this requirement, the NB may issue a warning. Exceptions might apply based on committee requirements as stated by their affiliates.

c) Sections should nominate/ or elect one member of the Local Board to act as the Local Representative (hereinafter referred to as LR).

(i) The role of LR may be undertaken by an already existing member of a Section's board, with the exception of the President.

(ii) The purpose of LR is to act as the line of communication between the National Board and the Local Board.

d) An individual section should be comprised of at least 15 society members at any given time. "Members" may include Erasmus students, Exchange students, International or local students,

either part-time or full-time students and either students on their Bachelors, Masters students or students, Trainees, EVS, and any other individual who is eligible to purchase an ESNcard.

15.2.2 Legal Status:

A section must:-

- a) be established as a legal entity; either as an SU-affiliated society or as an independently registered organisation;
- b) have a Statute or other governing documents, to be submitted yearly to ESN UK at a National Assembly;
- c) comply with the Data Protection Legislation.

15.2.3. Events and Trips:

- a) Participation in ESN UK national events is mandatory as it is beneficial for the integration and growth of local sections into ESN UK.

15.2.4. Evidence of support for a Candidate Section:

- a) Proof of support from the section's university is required. This may come in the form of a letter of support from the International Relations Office or Study Abroad Office. The letter must demonstrate the intention from those Offices to support the section, or must be proof that the section is at least attempting to establish a relationship with either of those Offices.

15.2.5. Commitment to handling transitions to new Local Boards:

- a) A section is required to elect the new Local Board to replace it when the section completes its mandate. This requirement is only applicable to outgoing committees (committees entering the April – June period), and not to new committees that start their mandate.
- b) The Section must inform the National Board of the newly elected committee no later than two weeks after the election.

15.2.6. Contact with National Level:

As part of this requirement, each section is required to:-



- a) complete the International Section Questionnaire no later than a week before the deadline set by ESN AISBL. A failure to complete the questionnaire may result in a warning issued by ESN International;
- b) participate in a monthly meeting with the Vice-President or another NB(S) member to keep the NB(S) updated on the Sections' progress;
- c) cooperate and communicate with the NB/NBS;
- d) respond to emails and messages in a reliable and diligent manner. Responses to emails and messages are a primary responsibility of the LR and the President of the section. All communications must be responded to, no later than 2 weeks of the primary date, or by the deadline mentioned in the email, (whichever is earliest).

Title IV Bodies of the Organisation

Chapter 6: National Assembly

Article 16 Composition of the National Assembly (NA) and the National Assembly Meeting

16.1 The NA is composed of the member Sections of ESN UK, which participate in the National Assembly Meetings through their representatives.

16.1.1. The ESN UK President may permit non-members of ESN UK to attend an NA meeting, at his discretion. If the President is unable to decide whether to use this power, the NB shall decide via a vote.

16.2. The NA's work is administered by the non-voting NA Chairing Team (hereafter called the NA CT).

16.3. The NB, the NBS and the AC shall attend the NA meeting.

16.4. Representatives of the Sections have the right to vote, propose and speak. The members of the NB, the NBS, the AC and the NA CT have the right to propose and speak. All other participants have the right to speak.



Article 17 Statutory Meetings of a National Assembly (NA)

17.1. The NA must meet at least three times per academic year. One of the meetings must be a three-day event. The other two meetings must be two-day events.

17.2. If an NA event cannot occur in person due to an act of force majeure, the event may take place online. This measure covers, but is not limited to: voting procedures, statute amendments, candidate sections and enquiries voting procedures. Any such NA shall be called upon as soon as reasonably possible by the NB.. The regulations that specify the length of physical NAs also apply to online NAs.

An act of force majeure refers to circumstances beyond the control of the NB's or Organising Committees' reasonable control. This will include, without limitation; -

- (i) acts of God;
- (ii) earthquakes;
- (iii) fires;
- (iv) floods;
- (v) wars;
- (vi) civil or military disturbances;
- (vii) acts of terrorism;
- (viii) sabotage;
- (ix) strikes;
- (x) epidemics;
- (xi) riots, etc.

17.2.1. Additional NA meetings above and beyond the minimum may be held if at least 50% of sections request it, or at the request of the NB.

17.2.1. Requests about additional NA meetings must be made to the ESN UK President, who shall be responsible for ensuring that the request is actioned. The additional NA meeting must

take place within one calendar month of the date on which the ESN UK President received the request from the section or the NB, unless said requesting body or bodies would prefer to set a date further in the future.

17.3. ESN UK can hold extraordinary NAs for any voting matter that is considered important at the request of the NB or from 50% of the sections. Voting matters of this nature include the NA Organising Committee elections, NB/NBS elections for vacant positions, budget amendments etc.

Article 18 Organising Committee for National Assembly (NA)

18.1. The NA meeting is organised by an Organising Committee (hereafter known as 'OC') composed of members of the sections and (or) ESN Alumni.

18.2 An OC of an NA meeting shall be elected by ESN UK Sections a minimum of eight weeks in advance of said meeting, except where a meeting is requested under Article 17.2 above.

18.3. No OC of an NA meeting may host for two consecutive times, unless there are no other candidates.

18.4 Where the NB declares an emergency and no OC is appointed, the NB has the discretion to appoint an OC.

18.4.1. The aforementioned OC can be the NB themselves.

18.4. The OC assumes full organisational, financial and legal responsibility for the NA meeting organisation.

Chapter 7: National Board (NB) and National Board Support (NBS)

Article 19 Composition of the NB and NBS

19.1. The NB must consist of at least three members, of which one must be the President and one the Treasurer.



19.2. A NB or NBS member cannot be an AC member, or an International Board member.

Article 20 Rights and Obligations of the National Board (NB) and National Board Support (NBS)

20.1. The NB has the right, subject to Article 20.1.1 below, to initiate legal proceedings to protect its goods, premises and other capital, and/or that of ESN UK.

20.1.1 The NB must seek approval from the NA prior to initiating any such legal proceedings. If the NA does not grant approval, the NB must not initiate legal proceedings.

20.2. Where the NB deems it an emergency, the NB can claim overriding power in the event of:

20.2.1 A threat of bankruptcy.

20.2.2. A reasonable expectation of closure.

20.3. The NBS acts as a supporting body to the NB

20.3.1. The NBS shall not be legally responsible for ESN UK, for the reason that they are not directors of ESN UK as the NB are (as stated in the SOs).

20.3.2. The NBS shall not hold any voting power except for the following matters to do with ESN International and which do not directly affect the sections of ESN UK:

- a) Elections for International Community Managers
- b) Elections for OCs of GAs, and NBM or other community meetings (not EGMs as it affects the sections).
- c) Any other vote of ESN International that does not directly affect the sections, if the NB vote in favour of sharing their voting rights with the NBS.

Article 21 Elections and Mandate of the NB and NBS

21.1. The NB and NBS are elected at the second scheduled NA of the calendar year and enter duty on the 1st of July.

21.2 The NB stays in office for one year, unless they resign from the position or are expelled under Article 19.4 of the present Statutes.

21.3. The NB transition period will take place from the time of the NB elections and last until the 1st of August, one month following the new NB mandate beginning.

21.3.1. Unless there are objections, in writing, by more than 50 percent of Sections, the outgoing NB and NBS members are automatically released from their duties at the end of the 1st of July.

21.3.2. If any member is not released, their mandate is prolonged until the NA decides to release them, and the new members cannot start their mandate.

21.4. NB members shall be removed as Directors of the company when the mandate of their successor begins, or at the point of their resignation or expulsion, as applicable.

21.5. There is no limit to the number of times a NB member may be consecutively re-elected.

21.6. There is no limit to the number of NB roles an individual can hold at any one time, subject to the restrictions of Article 19.1. of the present Statutes.

Chapter 8: Audit Committee (AC)

Article 22 Composition of the AC

22.1. The Audit Committee is the internal audit body of ESN UK which acts in order to support the NO by providing recommendations for continuous improvement.

22.2. The AC consists of the following members: a Legal Auditor and a Financial Auditor.

Article 23 Rights and Obligations of the AC

23.1. The AC is responsible for conducting the internal audit of ESN UK.

23.2. The AC has the right to request information or have access to information from all statutory and supporting bodies of the NO. The requested information or access shall be granted without delay.

23.3. The AC presents the internal audit report to the NA at least once a year.

23.4. The AC can recommend to the NA the dismissal of single members of the NB and NBS or the NB and NBS as a whole.

23.5. The AC reports on its activity to the NA at least once a year.

23.5. The AC shall have the right to attend and speak at NB and NBS meetings.

23.6. The AC conducts its affairs in accordance with the Statutes, the Standing Orders and any other documents approved by the NA.

Article 24 Election and Mandate of the AC

24.1. The AC is elected at the second scheduled NA meeting of the calendar year and enters duty on the 1st of July.

24.2. The provisions regarding the election and mandate of the NB and NBS shall apply accordingly to the election of the AC, if not stated otherwise.

Title V Finances

Article 25 Financial Resources

25.1. The financial resources of ESN UK consist of membership fees, donations, grants, merchandise sales, and all the other incomes for non-profit organisations, in accordance with the laws of England and Wales.

25.2. The membership fee is paid annually, and is subject to Article 14.1.3 of the present Statutes.

25.2.1 ESN UK is responsible for collecting the membership fee for ESN International from the Sections and submitting the fees to ESN International. A Section must pay the membership fee to ESN UK by the 30th April each year.

25.3. Candidate Sections are subject to an entrance fee of £150 which is paid in two instalments to ESN UK as outlined below.



25.3.1 Candidate Sections are subject to a £50 fee during the application process.

25.3.2 Candidate Sections are subject to a £100 fee when successfully approved as Candidate Section.

25.4. Candidate Sections are not subject to a membership fee towards ESN UK for the first academic year.

25.5. Candidate Sections, if they continue to be a Candidate Section for a second consecutive year, are subject to 50% of the full membership fees.

25.6. Candidate Sections are subject to an entrance fee of €60 when successfully approved as a full member Section. This fee is paid directly to ESN International by the Section.

25.7. The National Board may choose, at its discretion, to permit a section to defer payment on any invoice. In such an event, the National Board shall give the section a new deadline, which then supersedes any deadlines alluded to in the present Statutes.

25.8. ESNcards may be purchased by sections at £3.50 each.

25.8.1. The minimum order for ESNcards is 10 cards.

25.8.2. A section may only order a new stack or cards if:

- a) They have paid completely for all other ESNcard orders.
- b) They have no outstanding membership fees.
- c) They have no other outstanding debt to ESN UK.

If any of these three criteria are not met, the section is not entitled to order ESNcards.

25.8.3. If a section has failed to complete two ESNcard payments within the deadline set by the National Treasurer, they will not be allowed to order the upcoming round.

25.8.4. There will only be two rounds of ordering per year which will align with ESN AISBL orders:

- a) The first order of the year will open on the 1st of October and close one month later. This order will be delivered in January.
- b) The second order will open a week after the Erasmus Generation Meeting (EGM) and close a month later. This order will be delivered in September.
 - (i) It is the current treasurer's responsibility to order enough cards for next year's committee, or to enable their successor to do the same.
 - (ii) The National Treasurer will publish an ESNcard report to keep accurate records for ESN UK.

25.8.5. ESN UK will keep a small stack of ESNcards in case of emergency which will be available to order at any time during the year at £4.00 each.

25.8.6. All orders will be submitted through the order form for ESNcards.

25.8.7. It is the current National Treasurer's responsibility to send the card order form to sections as specified in the dates above. Failure to comply will result in a warning and possible impeachment.

25.8.8. The ESNcard order form will be sent via email. It is the Treasurer's responsibility to update and check their email.

25.8.9. All invoicing will be communicated via email. It is the Treasurer's responsibility to check their email.

25.8.10. ESN UK will carry out continuous checks on sections to ensure they comply with ESNcard requirements. Failure to comply with the rules of distributing the ESNcard, will result in suspension for a time period to be decided by the current National Board.

Article 26 Financial Year and Responsibilities

26.1. The fiscal year for ESN UK runs from the 1st of July to the 30th of June of the following calendar year.

26.2. The ESN UK Treasurer and/or President is/are, responsible for the accounting of the financial means of ESN UK, on behalf of ESN UK.

26.3. All new major projects or exceptional expenses of an amount greater than £500 must be approved by the National Board.

26.4. The National Assembly may ask, at any meeting, to review any major projects or expenses incurred by ESN UK.

26.5. All new partner and/or sponsorship agreements must be approved by the National Board and then communicated to the National Assembly.

26.5.1 If any member of the NA objects to a new partner and/or sponsorship agreement, then they may raise it, either as an issue at the next scheduled National Assembly meeting, or request that the National Board call an additional NA meeting to discuss the issue. Such a request may not be denied without good reason.

Title VI Official Documents and Voting Regulations

Chapter 9: Statutes

Article 27

27.1. Any section or National Board member may propose an amendment to the present Statutes by raising said amendment at a NA meeting. The assembly shall discuss the amendment and then vote. A two-thirds absolute majority is required to be successful for any statutory amendment.

27.2. All provisions of the Statutes, and all decisions in accordance with them, shall be binding upon the Directors of the Company, in accordance with the motion passed by the Directors/National Board at a meeting of the Board on 13 September 2014.



Chapter 10: Articles of Association

Article 28

28.1. The Articles of Association are registered at Companies House as the formal founding documents of ESN UK (The Company). The Articles of Association are legally binding on ESN UK and the NB.

28.1.2. Changes to statutes can only be proposed and voted on in a NA meeting.

28.2. As far as is possible, the Statutes and the Articles of Association shall be read and interpreted in a mutually compatible manner.

28.3. Where, and only where, it is impossible to read the Statutes and the Articles of Association in a mutually compatible manner, the Articles of Association shall take precedence over the Statutes.

Chapter 11: Voting Regulations

Article 29 General Votes

29.1. All votes shall, by default, be subject to a simple majority unless specifically stated otherwise by the Chair of the respective meeting, before the vote is taken.

29.1.2. Votes can be taken either during the NA as a physical meeting, or during an online NA meeting through electronic means.

29.2. In elections for individuals, voters shall be given the choice of voting to re-open the nominations.

29.3. Voters reserve the right to abstain their vote, in any and all situations.

29.4. Candidates are elected once they reach the majority quota predefined for the respective vote.

29.5. The NB shall take any decision or vote that is not specifically delegated to the NA by the Statutes or Standing Orders of ESN UK (general executive power). The NA may approve or ratify any such decision by the request of any NB member or 50% of sections, either in a

physical meeting of the National Assembly, or in an online NA meeting through electronic means.

Article 30 Secret Ballot

30.1. A secret ballot must be held whenever an individual or a lone section is the subject of the vote, or if any voter so requests it.

30.2. In the event of a secret ballot, the Chair shall appoint two non-voting persons present at the meeting to act as Returning Officers for the election. The two Returning Officers must not be the subject of the election.

30.3. The Returning Officers must ensure that, in the event that one or more sections have delegated their vote to a different section, that the appropriate number of ballots is distributed to the relevant section(s).

Article 31 Majorities applied during voting procedures

31.1. The different majorities applied during ESN UK votes are defined in Article 66 of the Statutes of ESN International.

31.1.1. A vote of ESN UK is either a transparent vote or a secret vote.

- a) In case of a transparent vote, every individual vote must be traceable.
- b) In case of a secret vote, votes must not be traceable.

31.1.2. The different majorities applied in the organisation are:

- a) The simple majority: The vote option with the highest percentage of the cast votes shall win in any case. Abstention is not counted.
- b) The absolute majority: The vote option which reaches more than 50% of the cast votes shall win. An abstention vote counts to the total number of votes.
- c) The two-third absolute majority: The vote option which reaches two-thirds of the cast votes shall win. An abstention vote counts to the total number of votes.

31.2. Elections for National Board or National Board Support Candidates shall take place with the following system - Single Transferable Vote:

31.2.1 Voters list candidates (including the option to “Re-Open Nominations [RON]”) in order of preference on the ballot until they can no longer distinguish preference between the remaining candidates.

31.2.2 The first choice of each ballot is then counted to provide the first round of results. If the quota is not reached by any of the candidates, the one with the fewest votes is removed, and all ballots for said candidate shall be redistributed among the remaining candidates in accordance to who received the second preference vote. The process of elimination and ballot redistribution shall be repeated until one of the candidates reaches the quota.

