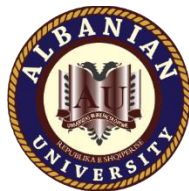


ALBANIAN UNIVERSITY
UNIVERSITAS- FABREFACTA-OPTIME

REGULATION FOR STUDENTS CLUB ORGANISATION

TIRANA 2016



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Article 1

General Principles

The students' club regulation is based on Law no. 80, dated 22.07.2015 "On Higher education in the Republic of Albania" amended, in sub-legal acts in force as well as in the Articles of Association and Internal Regulation of "Albanian University".

The student clubs regulation in "Albanian University" is object to future amendments by the Academic Senate of "Albanian University" in accordance with each amendment of the legal and sub-legal acts which norm the higher education activity.

Article 2

Purpose and scope of application

This regulation regulates the form, procedure and functioning of student clubs which organise their activity in collaboration with Coordination Office and Support to Students and aims engaging students into extracurricular programmes with scientific, professional and cultural character.

Article 3

Administrative Council

Administrative Council is composed of the Dean of Faculty, an academic full-time staff, 3 students representatives chosen by registered members in student club, coordinator of career office, coordination and support to students.

Administrative Council defines the general rules of student club activity, estimates the proposals of student clubs activities and takes care of achieving their projects.

Article 4

Clubs formation

At least 10 students must be engaged in the formation of a club, who submit to Coordination and Support Office a signed document for membership in student club.

The faculty departments propose for approval to the faculty Dean, an academic staff member as representative of student club.



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20 days after its formation the student club, must define the general rules of its functioning, to select its bodies and approve the extra-curricular activity plan.

Article 5

Clubs activities

The period of developing the student club activities is annual and is organised within the academic calendar approved in the senate for the teaching process.

The student club for each project which will organise within auditoriums in institution has to submit to Coordination and Support Office to Students, a detailed document (memo) on the content of the activity to be organised, 15 days before realising the project.

For exercising the activities which will be organized out of institution auditoriums, the student club submits a request to Rector of institution 30 days before its organisation.

The student club activities cannot damage the regular proceeding of teaching process.

Article 6

Membership to Student Clubs

The right to be registered in the student clubs is enjoyed by all students registered in “Albanian University”.

The membership to student club is defined at the beginning of each academic year. The new members of student club can be registered during the whole period of academic year.

Registered members have the right to participate in all the activities organised by student clubs.

Article 7

The student clubs statute

The student clubs statute is drafted in accordance with the rules of such regulation and is approved by Faculty Dean with the participation of two thirds of members of administrative council.

Article 8

Student Clubs Bodies



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The student clubs bodies are: General Assembly, administration council and Coordination and support office to students.

A. The general assembly, duties and responsibilities

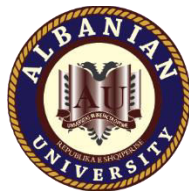
- a. The general assembly is the club's general decision-making body, in which all the club members participate. By administrative council request, it is summoned at least once a semester.
- b. The general assembly is summoned with the participation of half of its members.
- c. The general assembly approves the student club representative.
- d. Approves the draft program of planned activities for each semester in the academic year.

B. Administrative council, duties and responsibilities

- a. Administrative council is the student clubs administrative body.
- b. The chairman of administration council is the Faculty Dean.
- c. The student clubs administrative council must submit at the end of academic year, the planned activity program and at the end of year the organised activities of each student club.
- d. The board is summoned at least once a year by the faculty dean.
- e. The meeting is notified in written at least 7 days before it is organised.

C. The coordination and support office to students, duties and responsibilities

- a. This office has the function to coordinate the student clubs representatives (lecturers) work with registered students in student clubs.
- b. This office supervises and assists the administrative council of student club in preparing projects and submitting each extra-curricular project to Rector and Faculty Dean.
- c. Enables presenting us all the activities and projects by approving to Rector office the monthly calendar of activities.
- d. Publish the informative documents on the student clubs activities.
- e. Keep the minutes of activities organised by student clubs and possesses a database of the registered members to student clubs.



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Article 9

Financial provisions

Every event organised by the student clubs in institution is free of charge and is organised with the purpose to develop students professional skills according to the branch they study.

Article 10

Termination and closure

- a.** If the student clubs don't organise activities based on the program for a semester, they are notified by the dean's office, if also in the next semester the club doesn't organise any activity, it is declared closed.
- b.** If the student clubs members' number is decreased to 10 members, the club activity is closed with administrative council decision.
- c.** Every club can decide the termination of its activity with administrative council approval.

Article 9

Entering in force

Such regulation enters in force at the date of approval by the Academic Senate. All the student clubs which organise their activity in the institution are obliged to organise their activity in accordance with this regulation.

Article 10

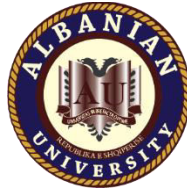
Regulation implementation

The application of such regulation is supervised by the rector of university in "Albanian University".



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ANNEX TO STUDENT CLUBS REGULATION
STUDENT CLUBS ACTIVITY ACCORDING TO FACULTIES



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FACULTY OF APPLIED SCIENCES

I. Marketing and Management Club

The set-up of this club, aims to encourage the students' abilities in two basic business components such as: management and marketing.

Workshops and open lectures with thematic on organizations, accountability, communicative abilities, finances, informative management systems and their influence in managerial undertaking, gives the opportunity to students to express their talent and abilities in such branches.

II. Art and Design Club

The Art and Design club aims to organise the passionate students of photography, painting, architecture in the activity related to painting, photography exhibitions, and projects of Web-Design students in "Albanian University". The students registered to such club, organise open discussions with professionals invitees of respective professions.

III. Engineering and informatics club

Engineering and informatics club aims organizing seminars on the laboratory works with special thematic of their profession. The students' practical work promotion in software construction, analogue and digital electronics, electric and electronic measuring is in the main focus of this club.



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FACULTY OF SOCIAL SCIENCES

I. “Society and Law” Club

The mission of “Society and Law” student club is expansion of legal, political, administrative and social culture of “Albanian University” students.

Professionals and specialists of the private, penal, public and administrative law, international relations, EU international law, as well as experts in the field of law, organise special trainings with students.

Organizing seminars, scientific debates, open hours, on the jurisprudence interpretation of albanian and international courts, aim to educate members of this club to collaborate with professionals of the respective field closer to their profession.

II. The psychologists club

The psychologists club organises activities related to open discussions of different social problems thematic, psychology of development and clinic psychology as well as the group therapy and role play.

Organising different visits to institutions such as orphanage, retirement house for elderly, rehabilitation centre, schools, and kindergartens aim raising the students’ awareness and being included in humanitarian campaigns.

III. Teaching and linguistic club

Teaching and Linguistic Club, aims to develop the students ability of critical thinking and judging.

Organization of workshops and debates related to professional ethics of teaching, psychology and communication management, teaching techniques and strategies, aim to increase students practical and professional aspect.



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FACULTY OF MEDICAL SCIENCES

I. Young dentists club

The dentists club aims to stimulate the students' abilities in searching and treating special topics related to the latest news of their profession.

The young specialists discuss special thematic related to preventing and treating diseases and disorders related to oral cavities, maxilla-facial region and their impact in the human body.

II. The young pharmacists club

The young pharmacists club is created for students in order to learn as much as possible about pharmaceutical sciences and practical pharmaceuticals.

Organizing open discussions with professionals of the field, on the thematic related to individualized medicaments, natural substances, pharmaceutical biotechnology, pharmaceutical chemistry, pharm epidemiology, radiologic pharmacy etc, aims to further expand the students scientific and professional abilities.

III. The nursing and physiotherapy club

Nursing and physiotherapy club for students who want to expand more their knowledge in such discipline of medical field.

Organizing the open discussions and seminar related to patients' management, Ophthalmology, dietology, anaesthesia, geriatrics, paediatrics, internal diseases etc. aims to promote and expand further the students' vision.