

LUISS



Regulations Governing Luiss University Student Associations

(approved by the Executive Committee of Luiss University at its meeting of 25 June 2014 and amended by the Executive Committee at its meetings of 13 December 2017, 2 April 2019 and 19 June 2025)



➤ **Chapter I - Student Associations and Internal Student Newspapers**

Article 1 - General Principles

Luiss University recognizes the value of students associating together as a precious social dimension of human activity whereby the individuals concerned can, during their university studies, develop full civic awareness of both their rights and obligations.

Luiss University fosters student associations as organizations capable of nurturing the full development of the human being in a positive relational dynamic between the individual and the collective and as a person able to contribute with his or her cultural and social means to the growth of the entire university community.

Consistent with constitutional principles, all students are free to promote, establish and join student associations.

Each student association's internal rules, administration, purposes and means of attaining those purposes are autonomously regulated by that same association and any ensuing liability is personal for the members.

Article 2 - Relations with Student Associations

In keeping with the independence and rights of each student and each student association and with a view to maintaining the principle of representativeness, Luiss University assists in attaining the purposes of any student association that – subject to complying with applicable laws and regulations – fulfills the following requirements:

- a.** is duly established and not in contrast with any laws and regulations from time to time in force;
- b.** is sponsored by at least 100 Luiss University students;
- c.** has a membership consisting of students and a president duly enrolled at Luiss University;
- d.** has bylaws that state the name, purpose, membership requirements and internal rules;
- e.** has drawn up a privacy notice governing the processing of personal data, with the student association acting as an independent data controller;
- f.** pursues purposes that are consistent with Luiss University's own institutional aims;
- g.** participates in projects or activities of general interest identified and promoted by Luiss University.

Article 3 - Internal Student Newspapers

The University authorizes the internal circulation of any student newspaper that fulfills the following requirements:

- a.** complies with the provisions of Law No. 47/1948 and is not in contrast with any laws and regulations from time to time in force;
- b.** has at least 50 Luiss University students on the editorial team;



- c. has an editor who is duly enrolled at Luiss University;
- d. specifies on print editions: the name of the newspaper, the place and year of publication, the name and address of the printer, the name of the editor and, if any, the deputy editor;
- e. publishes at least 2 issues per academic year with a print run of at least 100 copies per issue;
- f. complies with the editorial mission and institutional aims of Luiss University;
- g. participates in projects or activities of general interest identified and promoted by Luiss University.

Article 4 - Use of the Luiss Name

It is prohibited for any student association and internal student newspaper to incorporate the Luiss University name and logo in its own name.

Article 5 - Method of Establishment and Membership

In order to establish a new student association or student newspaper, an application for establishment must be submitted by 30 June of each year accompanied by all of the required documentation.

Once the application for establishment has been accepted, the new student association or student newspaper will be added to a dedicated digital platform provided by Luiss University to record student memberships.

In order to be able to join a student association or student newspaper, students will have to log on to the dedicated digital platform provided by Luiss University using their university credentials and subsequently specify the association that they wish to become a member of. Each student may specify only one association or newspaper for the then current year.

Requests for membership of student associations or student newspapers made using methods other than those afforded by the digital platform provided by Luiss University will not be accepted (for example, requests for membership made on paper, via email, etc.).

Membership is valid for one year. Accordingly, it is possible to renew one's membership of a student association or student newspaper by 30 September each year.

For the purposes of reaching the minimum membership numbers laid down in subparagraph b. of Article 2 and subparagraph b. of Article 3 above, students may join solely one student association or one student newspaper. Signing up for more than one association or more than one newspaper will lead to the nullity of all the requests for membership submitted by the students concerned.

Article 6 - Mandatory Reporting

Every year, by 30 September, the president of each student association or the editor of each internal student newspaper shall specifically send the following to the Office of the General Manager (or the office delegated by the latter for this purpose):



- a. a statement as to the number of students who are members of the association or who are part of the editorial team of the internal newspaper, and to this end the president of the association or the editor of the internal newspaper must attach the complete list of all of the student members, retrieved from the digital platform provided by Luiss University, showing for each member:
 1. name;
 2. surname;
 3. student registration number;
- b. an annual report on the activities undertaken.

Should the president of the student association or the editor of the internal student newspaper cease to be a Luiss University student, the above mentioned office must be informed within 30 days thereafter.

The Office of the General Manager (or the office delegated by the latter for this purpose) must also be notified of the closing down/cessation of the student association or internal student newspaper.

The establishment of new student associations or new student newspapers shall in any case take effect from 1 October of the year, without prejudice to the collection of data referred to in subparagraph a. above by 30 September.

➤ Chapter II - Events

Article 7 - Application for Organizing Events

The president of a student association that wishes to organize an event shall submit an application containing the following information to the Luiss University office delegated by the Office of the General Manager to entertain relations with student associations at least 20 days prior to the date that the initiative is scheduled to be held on:

- proposer;
- title/subject matter;
- place/venue;
- date;
- approximate number of participants;
- speakers (name and role), making sure to specify those not from Luiss University;
- goals;
- draft of the program.

For every event it is intended to organize, endorsement thereof must be obtained from a Luiss University faculty member (either a tenured professor or adjunct professor in charge of teaching a course), who vouches for the event, who has consulted with the faculty members of the area concerned regarding the topic and proposed speakers and who agrees to attend the event.



Moreover, once authorization has been received to organize an initiative, any Luiss University faculty members it is intended to invite – even if solely for the purposes of formally opening the event – must be promptly contacted in order to check their availability.

It is necessary to obtain the University's authorization in advance to invite outside speakers even before contacting the speaker concerned to check their availability.

With the exception of authorized external speakers, solely Luiss University students may participate at events held on the University's grounds.

Each student association or student newspaper may propose a maximum of two events per semester. By "event" is meant a single event and not a cycle of events. Thus, a cycle of events consisting of two events, for example, will exhaust the event organization ceiling of the association or newspaper for that semester.

Article 8 - Authorization for Events

Once the Luiss University office delegated by the Office of the General Manager to entertain relations with student associations has verified – after liaising with the Teaching Office – the accuracy of the information received from the student association or student newspaper, it will check whether the proposed venue is free at the time. Upon obtaining the approval of the Director of Communications, it will issue confirmation of authorization for the event.

The event is considered authorized for the date, time, place and with the specified speakers. Any changes will require further authorization and the event cannot be independently rescheduled for another date and/or time.

Article 9 - Events Organized by Elected Representatives, Internal Newspapers and Individual Students

The provisions of this Chapter apply also to:

- a. representatives elected by the students;
- b. internal newspapers that comply with Law No. 47/1948;
- c. Radio Luiss (if it organizes events outside the recording studio);
- d. Luiss University students who submit an application under Article 7 above signed by at least 70 students duly enrolled at Luiss University that are not members of any student association.

Article 10 - Sanctions

Breach of the provisions of these Regulations may, without prejudice to any other sanctions envisaged by law, lead to disciplinary action being taken by Luiss University against the representative bodies of the student association and in any event the internal student newspapers and students responsible for the breach.



Furthermore, in the event of breach of the provisions of these Regulations, the University shall sanction the student association or student newspaper responsible for the initiative by banning it from the possibility of organizing events for the following six months.

Finally, activities may not be carried out at Luiss by any student association or internal student newspaper that, further to the bylaws of the student organizations body *Consulta*, misses three consecutive meetings of that body during the course of an academic year.

Article 11 - Processing of Personal Data

The processing of personal data by Luiss University, as an independent data controller, is governed by the laws and regulations from time to time in force, including Regulation (EU) 2016/679 and Legislative Decree No. 196/2003 as amended, for the purposes related to the recognition of student associations.