



GRĀMATVEDĪBAS UN FINANŠU KOLEDŽA

APPROVED

By the College of Accountancy and Finance
Council meeting on September 1, 2008, Records No.3
(as amended by the College of Accountancy and Finance
Council meetings on 13 December 2012, Records No. 6-12,
and on 1 June 2014, Records No. 2/14

Student Self-Governance Body Bylaw

*Issued in accordance with Sections 53-54
of the Law on Higher Education Institutions
and Paragraphs 43-46
of the College of Accountancy and Finance
Regulations*

1. GENERAL PROVISIONS

1.1. The **Student Self-Governance Body** of the College of Accountancy and Finance (hereinafter - the College) is an elected, independent and democratic institution established in the College with the aim of defending the rights and interests of students.

1.2. In its activities, the Student Self-Governance Body shall observe the regulatory enactments of the Republic of Latvia, the regulations of the College, this bylaw, as well as other documents regulating the activities of the College. The duty of the College management bodies is to support and promote the activities of the Student Self-Governance Body.

1.3. Participation in the Student Self-Governance Body is voluntary.

1.4. The legal address of the Student Self-Governance Body is Lomonosova Street 4, Riga, LV-1003.

2. GOALS AND OBJECTIVES

2.1. The goal of the Student Self-Governance Body is to defend and represent the interests of students in matters of academic, material and cultural life in the College and other state institutions.

2.2. Objectives of the Student Self-Governance Body are:

- 2.1.1. To cooperate with College administration and academic staff;
- 2.1.2. To represent the College and its students at the national and international levels;
- 2.1.3. To collect information on the needs, interests and wishes of students for the improvement of the study process and provide suggestions for the implementation of improvements;
- 2.1.4. To address the College administration with proposals, requests and requirements in the interests of the College students;
- 2.1.5. To participate in the meetings of the College Council, whereto the representatives of the Student Self-Governance Body are elected with the right to vote;
- 2.1.6. To organize and coordinate students' extracurricular activities;
- 2.1.7. To inform students about the operation and activities of the Student Self-Governance Body;

- 2.1.8. To cooperate with other student self-governance bodies, local government and state institutions, and other public organizations;
- 2.1.9. To promote cooperation and exchange of information on current events, developments, problems, etc. between Latvian and foreign educational institutions in cultural, scientific, sport and other areas.

3. STUDENT SELF-GOVERNANCE BODY STRUCTURE AND

WORK ORGANIZATION

- 3.1. The procedure for student self-governance elections and the rights of students to participate in elections are determined by the Student Self-Governance Body Bylaw.
- 3.2. Any College student can be elected to the Student Self-Governance Body.
- 3.3. The Student Self-Governance Body consists of 5 students.
- 3.4. The Student Self-Governance Body is elected as follows:
 - 3.4.1. The study group elects the students, who will represent the group in the College student Self-Governance Body for a period of up to three years.
 - 3.4.2. The Chairperson of the Student Self-Governance Body is elected from among the selected students by direct elections for a term of up to three years.
 - 3.4.3. The Student Self-Governance Body Council is elected from among the selected students by direct elections.
- 3.5. The elected student terminates his / her activity in the Student Self-Governance Body if he / she suspended, or completed his / her studies at the College, or by expressing a wish to terminate his / her activity in the Student Self-Governance Body.
- 3.6. The Student Self-Governance Body may exclude a student from its membership if he / she has not complied with the provisions of this bylaw, the College Code of Ethics or other internal regulatory enactment of the College.
- 3.7. The duties of the Student Self-Governance Body Chairperson:
 - 3.7.1. To manage the daily work of the Student Self-Governance Body;
 - 3.7.2. To represent the Student Self-Governance Body.
- 3.8. The rights of the Student Self-Governance Body Council:
 - 3.8.1. To manage and make decisions on the Student Self-Governance Body financing;
 - 3.8.2. To request and receive information from any College structural unit on issues related to students' interests.
- 3.9. The Student Self-Governance Body meetings are open.
- 3.10. The Student Self-Governance Body meetings are chaired by the Chairperson.
- 3.11. Decisions shall be taken by majority vote. In the event of equally divided votes, the Chairperson shall have the casting vote.
- 3.12. The Student Self-Governance Body meetings are recorded.
- 3.13. The decisions of the Student Self-Governance Body after their approval at the meeting of the College Council become mandatory for all students.

4. STUDENT SELF-GOVERNANCE BODY RIGHTS, OBLIGATIONS AND FINANCING

4.1. The Student Self-Governance Body has rights:

- 4.1.1. To organize the activities of the Student Self-Governance Body in accordance with the College and the Student Self-Governance regulations and the internal order requirements;

- 4.1.2. To submit proposals to the College administration on issues of studies, public life and economic matters.
- 4.1.3. To delegate a representative to the College Council;
- 4.1.4. To participate in the planning of the College work;
- 4.1.5. To submit proposals for making amendments to the Student Self-Governance Body bylaw;
- 4.1.6. The Student Self-Governance Body representatives have the right to participate in the College decision-making bodies, as well as the right to participate as observers in tests and examinations;
- 4.1.7. The Student Self-Governance Body has the right to request and receive information and explanations from the authorized representatives of any structural unit of the College in all matters that affect the interests of students;
- 4.1.8. The Student Self-Governance Body also has other rights provided for in the regulatory enactments of the Republic of Latvia.

4.2. The obligations of the student self-governance body are as follows:

- 4.2.1. To regularly inform students about the activities of the Student Self-Governance Body, the decisions made and their implementation;
- 4.2.2. To regularly inform the College administration about the decisions made by the Student Self-Governance Body;
- 4.2.3. To support the College administration and academic staff in ensuring compliance with the internal rules and regulations

4.3. Financing of the students self-governance body

- 4.3.1. The Student Self-Governance Body shall be financed from the budget of the College in the amount of one two-hundredth part of the yearly budget of the College.
- 4.3.2. The Student Self-Governance Body may attract funding from other sources.