

Recognition Scheme for Student Organisations

This is a translation. In the event of a conflict between the English translation and the Dutch version, the Dutch version shall prevail.

Last adopted by the Executive Board on 15 April 2025, taking into account the advice of the University Council of May 2025. This regulation replaces the Recognition and Facilities Regulations for Student Organisations 2020 and will enter into force on 1 January 2026.

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Chapter I – Recognition of student organisations

Article 1.1 – General provisions

1. The recognition of a student organisation expresses the appreciation of the Executive Board of Erasmus University Rotterdam (EUR) for the positive contribution that the organisation makes directly or indirectly to the university community and/or to the university.
2. Student organisations are recognised in one of the following categories:
 - a. General associations
 - b. Study associations
 - c. Sports clubs
 - d. Arts and culture associations
 - e. Foundations
 - f. Umbrella organizations
3. A part of a student organization and the student organization as a whole cannot both be recognized.

Article 1.2.1 – General terms and conditions for recognised student organisations

1. Student organisations with a commercial objective and/or predominantly commercial activities are not eligible for recognition.
2. The organisation is a legal entity and has existed for at least two years, as is apparent from the articles of association of the foundation or association drawn up and signed by a civil-law notary established in the Netherlands.
3. The culture and activities of the organisation are in line with what is stipulated in the Broad Code of Conduct for Student Organisations Erasmus University Rotterdam.
4. According to the statutes, the organisation is, according to its objective and activities, an organisation that focuses mainly on students enrolled at EUR;
5. The organization has a bank account in the name of the organization;
6. The organisation must be able to demonstrate that it occupies a unique position within the student community of the EUR and therefore cannot carry out its activities within the context of another student organisation of the EUR;
7. The organization is also obliged to annually:
 - a. Keeping – in the case of an association – an annual administration of the contribution paying members, including the student numbers of the members who are registered as students at the EUR;
 - b. Offering and publishing a programme of activities aimed at achieving its own objective as set out in the statutes;
 - c. Preparation of the annual report;

- d. Preparation of the annual financial report (income statement and balance sheet) on the basis of a sound financial administration showing that the organization generates sufficient income to sustain itself.
8. The articles of association of the foundation or association state that at least half of the board is registered as a student at EUR.

Article 1.2.2 – Additional conditions for recognised student organisations in the category of associations

1. General associations are recognised if at least 100 members of the association pay an annual contribution to the association and are registered as students at EUR.
2. Study and faculty associations are recognised without regard to the number of members of the association whose educational complementary character has been recognised by the faculty, for this purpose the organisation concerned submits a written statement from at least one dean of a faculty showing the agreement with the complementary educational character of the organisation;
3. Sports clubs are recognised without regard to the number of members of the association if the criteria for recognition by Erasmus Sport are met, as evidenced by written recognition by Erasmus Sport;
4. Art and cultural associations are recognised without regard to the number of members of the association if the criteria for recognition by Studium Generale are met, as evidenced by written recognition by Studium Generale;

Article 1.2.3 – Additional condition for recognised student organisations in the category of foundations

1. Foundations are recognised if they carry out activities in the administrative or social field that, in the opinion of the Executive Board, are important for the institution and provide services to a significant number of EUR students.

Article 1.2.4 – Additional conditions for recognised student organisations in the category of umbrella organisations

1. Associations or foundations that represent the interests of at least five recognised student organisations can be recognised.

Article 1.3 – Procedure for applying for recognition

1. A student organisation submits the request for recognition to the Executive Board for the attention of the Head of Student Services of the Education & Student Affairs (E&S) department via office.es@eur.nl.
2. When submitting the request, the organisation concerned shall indicate the category of student organisation as referred to in the second paragraph of Article 1.1 to which it belongs.
3. The application for recognition shall in any case consist of the following documents:
 - a. The articles of association of the foundation or association drawn up and signed by a civil-law notary established in the Netherlands;

- b. A digital list of contribution paying members who are students at the EUR with at least name and student number. Foundations provide information that shows how many EUR students the organisation provides services to;
 - c. a certificate of registration in the Trade Register of the Chamber of Commerce stating the current composition of its board;
 - d. proof of the existence of a bank account in the name of the organisation;
 - e. proof of enrolment at a Dutch educational institution of the board members who are not enrolled at EUR;
 - f. the last annual programme of activities;
 - g. the latest annual report;
 - h. the latest annual financial report (profit and loss account and balance sheet);
 - i. depending on the category, the other documents that demonstrate that the conditions of Article 1.2.2, Article 1.2.3 or Article 1.2.4 are met.
 - j. The Broad Code of Conduct for Student Organisations Erasmus University Rotterdam, signed by the organisation's board.
4. By submitting a request for recognition, the student organisation declares that it adheres to the Broad Code of Conduct for Student Organisations Erasmus University Rotterdam.
 5. The Executive Board will make a reasoned decision no later than 6 weeks after submission of the request and may deviate in its decision from the status and category requested by the student organization. The Executive Board will inform the student organisation of its decision in writing.

Article 1.4 – Procedure for changing or terminating recognition

1. A student organisation must inform the Executive Board in writing for the attention of the Head of Student Services of the Education & Student Affairs (E&S) department via office.es@eur.nl in any case in writing about changes to the nature of the student organisation, the name of the student organisation, or the renunciation of recognition.
2. If a student organisation no longer meets the criteria set out in Articles 1.2.1, 1.2.2, 1.2.3, or 1.2.4 of these regulations, the Executive Board will decide to withdraw the recognition in accordance with the procedure laid down in the third paragraph of Article 1.5. The Executive Board will inform the student organisation of its decision in writing.
3. If it has been decided to withdraw recognition, the use of the rights and facilities conferred by the status must be terminated within two months of the publication of the decision.
4. The Executive Board may also decide to (temporarily) withdraw recognition if, in the opinion of the Executive Board, a student organisation does not comply with the Broad Code of Conduct for Student Organisations Erasmus University Rotterdam, is guilty of socially unacceptable behaviour, or otherwise damages the good name of the university. In the decision to revoke the Executive Board, the Executive Board determines the period within which the use of the rights and facilities derived from the status will be terminated. The Executive Board will inform the student organisation in writing of its decision and will send a copy of this decision to the University Council for information.

Article 1.5 – Assessment of the status of student organisations

1. Recognised student organisations are requested in writing by the Executive Board once every three years to extend the recognition. To this end, they must in any case submit the most recently adopted articles of association signed by the notary and the list of members or information as referred to in Article 1.3 paragraph 3.

2. During this review, the number of grant months is also determined again, if the student organisation is entitled to it.
3. If this assessment shows that a student organisation no longer meets the criteria for recognition, it will be given a maximum of one year to meet those conditions. If the criteria are not met after one year, the Executive Board will withdraw the recognition of the student organisation in question. The Executive Board will inform the student organisation in writing of its final decision.
4. The head of Student Services of the Education & Student Affairs (E&S) department can also carry out an interim investigation on behalf of the Executive Board to determine whether a recognised student organisation still meets the criteria set out in Article 1.2.1 and, depending on the category, the conditions set out in Article 1.2.2, Article 1.2.3 or Article 1.2.4 of these Regulations. The student organisation addressed is obliged to provide the requested information within 6 weeks. If this information is not provided within the set period, even after a repeated request, the Executive Board will withdraw the recognition of the student organisation in question. The Executive Board will inform the student organisation in writing of its final decision.

Chapter II – Facilities for student organisations

Article 2.1 – Facilities for recognised student organisations

1. All recognised student organisations can call on facility services and publicity support.
2. The facility services that can be called upon are
 - a. the occasional use of lecture and meeting rooms (free of charge) in accordance with the EUR house rules and the Conditions for Events and Room Reservations, insofar as space is available. If the use of the space involves additional costs such as cleaning or additional facilities, these will be charged. The RE&F user agreement describes how often a student organization can use a space annually, and
 - b. Internal postal facilities (free of charge).
3. The publicity support that can be called upon are:
 - a. a stand during the open days and other information moments for prospective students (free of charge);
 - b. a listing on the EUR website;
 - c. an invitation to the opening of the academic year, and
 - d. an invitation to the Dies.
4. For the use of the facility services referred to in the second paragraph, the boards of student organisations can submit a room reservation for rooms on Campus Woudestein via the portal available for this purpose on MyEUR. For room reservations at Erasmus MC, the student organization submits a short, written and substantiated request to the Manager of the Education Services Center of Erasmus MC.
5. To use the advertising services, the student organisation must submit a short, written and substantiated request to:
 - a. The Events & Experience manager of the Marketing & Communication department for the use of a stand as referred to in part a. of the third paragraph of this article;
 - b. The Office of the Beadle for the invitations mentioned in parts c and d of the third paragraph of this article.

6. A recognised student organisation may use the statement 'xxx is a recognised student organisation of the <EUR Logo>' in its communications. In English, the statement reads 'xxx is a recognised student organisation of <logo EUR>'.
7. The recognition as a student organisation of the EUR does not entitle the holder to the use of the EUR logo or the official corporate identity of the EUR.
8. A recognised student organisation can request the Corporate Communications Manager of the Marketing & Communication department in writing and stating the reasons for advice in the field of press and media contacts.
9. The recognised faculty-related complementary student organisation may request the dean of the faculty in question in writing and with reasons for an office space at the expense of the faculty. Granting the request depends on the accommodation options of the faculty concerned. The means of communication required for a workspace are at the expense of the student organisation.
10. The other recognised student organisations without their own accommodation outside Campus Woudestein, campus EUC, ISS campus or Erasmus MC can request the Account Manager Office and Campus Facilities of the Real Estate & Facilities department in writing and with reasons for a (shared) office space (free of charge) on Campus Woudestein for use in accordance with the house and use rules of the EUR. Granting the request depends on the housing options for general use of the EUR. The (shared) space is made available as long as there is a demonstrable need for it. The means of communication required for a workspace are at the expense of the student organisation. Every student organisation that uses a (shared) space of the EUR is obliged to take measures in the field of internal in-house emergency response and cooperates effectively with the EUR. For the use of an office space in the Erasmus MC in accordance with the house rules applicable there, these recognised, non-faculty affiliated student organisations without their own accommodation outside Campus Woudestein or Erasmus MC must address their request to the dean of Erasmus MC.
11. If it is established that the student organisation is in violation of the EUR's house and use rules referred to in paragraph 10, the right to use the (shared) office space may be withdrawn by Real Estate & Facilities, temporarily or otherwise.
12. Board members of recognised student organisations may apply for a board grant and tuition-free board on the basis of the Student Support Fund – Board grant months student organisations scheme and the Student Support Fund – Tuition-free board scheme scheme.

Chapter III – Historical Records

Article 3.1 - Historical registration

1. Student organisations that have a registered status or philosophical student organisations that have a recognised status in the category 'other', according to the Recognition and Facilities Regulations for Student Organisations 2020, but cannot be recognised under the Recognition and Facilities Regulations for Student Organisations 2025, will be able to apply for the status of historical registration in the academic year '25-'26.

2. Student organisations with a status of historical registration are only entitled to the facilities for registered students described in the old Recognition and Facilities Regulations for Student Organisations 2020 (see Appendix 1).
3. The student organisations with a historical registration will be evaluated every three years, at the same time as the recognised student organisations. The evaluation criteria for registration of the Recognition and Facilities Regulations for Student Organisations 2020 (see Appendix 1) will be adhered to, as will the procedure for applying for or registering for this Regulations (see Appendix 1).
4. If a student organisation with a status of historical registration successfully applies for recognition according to the current Recognition Scheme, the status of historical registration will expire permanently.
6. The E&S office maintains a list of organizations with historical registration status.

Chapter IV - Final and transitional provisions

Article 4.1 – Terms of reference

1. The Executive Board issues the designation of Recognised Student Association and for signing the letters of accreditation mandate to the Head of Policy, Support and Communication of the E&S department.
2. The Executive Board mandates the officials referred to in Article 4.2 for the implementation of Chapter 4 of the Student Organisations Recognition Scheme.

Article 4.2 - Interpretation and discretionary power of the Executive Board

1. In cases related to the subjects regulated in these regulations, which are not provided for in these regulations, or in the event that these regulations give rise to multiple interpretations, the Executive Board will decide.
2. The Executive Board may grant a student organisation the designation recognised student organisation of Erasmus University Rotterdam on grounds other than meeting the conditions set out in Article 2.2.

Article 4.3 - Management of the regulations and register

1. These regulations are managed by Education & Student Affairs.
2. The Head of Student Services at E&S keeps a register of recognised student organisations. This register is published on the EUR website. Officials who are authorised to decide on the granting of facilities can fall back on these registers.

Article 4.4 - Translation

1. If these rules have been translated into English and there is a conflict between the English translation and the Dutch version, the Dutch version shall prevail.

Article 4.5 - Publication

1. The Executive Board will post these regulations on the university's website.

Article 4.6 - Entry into force

1. These regulations will enter into force on 1 January 2026.

Article 4.7 - Citation title

1. These regulations are referred to as: Recognition Regulations for Student Organisations.
2. These regulations are abbreviated as: Recognition Scheme.

Article 4.8 - Applicable law

1. These regulations are exclusively governed by Dutch law.

Appendix 1 – Additional information on historical registration

Article 1.1 – Conditions for historical registration

1. Student organisations with a commercial objective and/or predominantly commercial activities are not eligible for historical registration.
2. The organisation is a legal entity and has existed for at least one year, as is apparent from the articles of association of the foundation or association drawn up and signed by a civil-law notary established in the Netherlands. A student organisation that is not its own legal entity but is part of a national organisation may be eligible for historical registration if it is demonstrated that there is a sufficiently recognisable and guaranteed position within that national organisation.
3. According to the statutes, the organisation is, according to its objective and activities, an organisation that focuses mainly on students enrolled at EUR;
4. The organisation must be able to demonstrate that it occupies a unique position within the student community of the EUR and therefore cannot carry out its activities within the context of any other student organisation of the EUR;
5. The organization is also obliged to annually:
 - a. Keeping – if it is an association – an annual administration of the contribution paying members;
 - b. offering and publishing a programme of activities aimed at achieving its own objective as set out in the statutes;
 - c. publishing the annual report on its own website;
 - d. Preparation of the annual financial report (income statement and balance sheet) on the basis of sound financial records showing that the organisation generates sufficient income to sustain itself.
6. The articles of association of the foundation or association state that the majority of the board is registered as students at EUR;
7. There are additional condition(s) for each category to be eligible for historical registration:

Type of organisation	Additional condition(s) per category
Associations with a socially binding character (with members)	At least 80 members of the association who pay an annual contribution and are registered as students at EUR.
Associations that are affiliated with the Rotterdam Chamber of Associations	Are registered without regard to the number of members.
The organisations that represent the interests of at least five recognised student organisations	Are registered without regard to the number of members.
Foundations with a socially binding character (without members)	Must be able to demonstrate that they provide services to a significant number of students at EUR.

Complementary educational organisations	<p>At least 80 members of the association who pay an annual contribution and are registered as students at EUR.</p> <p>Within this category - without regard to the number of members - the following are registered:</p> <ul style="list-style-type: none"> the study and faculty associations whose complementary educational character has been recognised by the faculty, the organisation concerned must submit a written statement from at least one dean of a faculty showing the agreement with the complementary nature of the organisation; Organisations that aim to use the knowledge that students have acquired in society and are not recognised by a faculty must make it clear how the knowledge acquired in education is used.
Sports clubs	<p>If the criteria for registration by Erasmus Sport are met, as evidenced by a written acknowledgement by Erasmus Sport.</p>
Other student organisations	<p>At least 40 members of the association who pay an annual membership fee and are registered as students at EUR.</p> <p>Within this category – without regard to the number of members – the following are registered:</p> <ul style="list-style-type: none"> philosophical student organisations that are affiliated with an umbrella local or national organisation, foundations that carry out activities in the administrative or social field that the Executive Board considers important to the institution.

Article 1.2 – Verification of the status of Historical Registration

- Historically registered student organisations are requested in writing by the Executive Board once every three years to renew the historical registration. To this end, they shall in any case submit the most recently adopted articles of association signed by the notary and the list of members or information as referred to in Article 1.6 paragraph 3.
- If this assessment shows that a student organisation no longer meets the criteria for historical registration, it will be given a maximum of one year to meet those conditions. If the criteria have not been met after one year, the Executive Board will permanently withdraw the historical registration of the student organisation in question. The Executive Board will inform the student organisation in writing of its final decision.

Article 1.3 – Procedure for changing or discontinuing historical registration

- A student organisation informs the Executive Board for the attention of the Head of Student Services of the Education & Student Affairs (E&S) department via office.es@eur.nl in writing about any change in the nature of the student organisation, the name of the student organisation, or the renunciation of the historical registration.

6. If a student organisation no longer meets the criteria set out in Article 1.1 of the appendix to these regulations, the Executive Board will decide to withdraw the historical registration, taking into account the procedure laid down in the third paragraph of Article 1.5. The Executive Board will inform the student organisation of its decision in writing.
7. If it has been decided to revoke the historical registration, the use of the rights and facilities derived from the status must be terminated within two months of the publication of the decision.
8. The Executive Board may also decide to (temporarily) withdraw the historical registration if, in the opinion of the Executive Board, a student organisation does not comply with the Broad Code of Conduct for Student Organisations Erasmus University Rotterdam, is guilty of socially unacceptable behaviour, or otherwise damages the good name of the university. In the decision to revoke the Executive Board, the Executive Board determines the period within which the use of the rights and facilities derived from the status will be terminated. The Executive Board will inform the student organisation in writing of its decision and will send a copy of this decision to the University Council for information.

Article 1.4 – General facilities for historically registered student organisations

1. All historically registered student organisations can call on facility services and publicity support.
2. The facility services that can be called upon are:
 - a. the occasional use of lecture and meeting rooms (free of charge) in accordance with the EUR house rules and the Conditions for Events and Room Reservations, insofar as space is available. If the use of the space involves additional costs such as cleaning or additional facilities, these will be charged. The RE&F user agreement describes how often a student organization can use a space annually.
3. The publicity support that can be called upon are:
 - e. a stand during the open days and other information moments for prospective students (free of charge);
 - f. an invitation to the opening of the academic year, and
 - g. an invitation to the Dies.
4. For the use of the facility services referred to in the second paragraph, the boards of student organisations can submit a room reservation for rooms on Campus Woudestein via the portal available for this purpose on MyEUR. For room reservations at Erasmus MC, the student organization submits a short, written and substantiated request to the Manager of the Education Services Center of Erasmus MC.
5. To use the advertising services, the student organisation must submit a short, written and substantiated request to:
 - a. The Events & Project Communication Manager of the Marketing & Experience department for the use of a stand as referred to in section a. of the third paragraph of this article;
 - b. The Bureau of the Beadle for the invitations mentioned in parts b and c of the third paragraph of this article.
6. A registered student organisation may use the statement 'xxx is a registered student organisation of the <EUR Logo>' in its communications. In English, the statement reads 'xxx is a registered student organisation of <logo EUR>'.
7. The historically registered student organisation of EUR does not entitle you to use the EUR logo or the official house style of EUR.

