Statutes
Tekniska Högskolans Studentkår

Adopted by the Student Union Council 8 May 2006
Most recently amended 11 November 2015
Tekniska Högskolans Studentkår Statutes, adopted by the Student Union Council on 8 May 2006, including amendments valid from 1 July 2010.

Amendments made

<table>
<thead>
<tr>
<th>Date</th>
<th>Meeting</th>
<th>Section</th>
</tr>
</thead>
<tbody>
<tr>
<td>27 September 2007</td>
<td>KF1 07/08</td>
<td>2.4.3</td>
</tr>
<tr>
<td>17 September 2009</td>
<td>KF1 09/10</td>
<td>1.1, 1.2, 1.3, 1.15, 2.4.4</td>
</tr>
<tr>
<td>15 September 2010</td>
<td>KF1 10/11</td>
<td>1.11, 1.3, 1.15, 1.16, 2.3, 2.5, 4.2</td>
</tr>
<tr>
<td>29 September 2011</td>
<td>KF1 11/12</td>
<td>2.4.5</td>
</tr>
<tr>
<td>27 September 2012</td>
<td>KF1 12/13</td>
<td>2.4.3, 2.5.2</td>
</tr>
<tr>
<td>29 September 2013</td>
<td>KF1 13/14</td>
<td>1.16, 3.3</td>
</tr>
<tr>
<td>11 November 2015</td>
<td>KF3 15/16</td>
<td>2.3</td>
</tr>
</tbody>
</table>

Ratified by the University Board of KTH Royal Institute of Technology

<table>
<thead>
<tr>
<th>Date</th>
<th>Meeting</th>
<th>Section</th>
</tr>
</thead>
<tbody>
<tr>
<td>08 June 2006</td>
<td>US3</td>
<td></td>
</tr>
</tbody>
</table>
1 General...........................................................................................................5
1.1 Name...........................................................................................................5
1.2 Purpose......................................................................................................5
1.3 Sphere of activity......................................................................................5
1.4 Composition..............................................................................................5
1.5 Basic principles........................................................................................5
1.6 Seat..............................................................................................................5
1.7 Year of operation.......................................................................................5
1.8 Amendments to the Statutes....................................................................5
1.9 Interpretation of the Statutes.....................................................................5
1.10 Additions to the Statutes.........................................................................5
1.11 Regulations in addition to the Statutes....................................................6
1.12 Resignation from and dissolution of THS...............................................6
1.13 Announcement of decisions......................................................................6
1.14 Invalidation of decisions..........................................................................6
1.15 The Inspector...........................................................................................6
1.16 Members...................................................................................................6
1.17 Chapters....................................................................................................7
1.18 Accountability..........................................................................................7
1.19 Levels of decision-making.......................................................................7

2 The Student Union Council........................................................................7
2.1 General......................................................................................................7
2.2 Activities...................................................................................................7
2.3 Composition..............................................................................................7
2.4 Meetings....................................................................................................7
  2.4.1 Ordinary meetings...............................................................................7
  2.4.2 Extra meetings.....................................................................................8
  2.4.3 Rights during meetings........................................................................8
  2.4.4 Decisions.............................................................................................8
  2.4.5 The election of individual candidates...............................................9
  2.4.6 Minutes................................................................................................9
2.5 Elections for the Student Union Council................................................9
  2.5.1 General.................................................................................................9
  2.5.2 The Election Board............................................................................9
  2.5.3 Resignation from office......................................................................9

3 The Student Union Board ..........................................................................9
3.1 General.....................................................................................................9
3.2 Activities..................................................................................................9
3.3 Composition.............................................................................................10
3.4 The Presidium of the Student Union.......................................................10
3.5 Terms of office.........................................................................................10
3.6 Meetings..................................................................................................10
3.6.1 Ordinary meetings ................................................................. 10
3.6.2 Extra meetings .................................................................... 10
3.6.3 Rights during meetings .......................................................... 11
3.6.4 Decisions ............................................................................. 11
3.6.5 Minutes ................................................................................ 11

4 Audit and discharge of liability .................................................. 11
4.1 Chartered Accountant ............................................................... 11
4.2 Auditors .................................................................................. 11
4.3 The audit report ..................................................................... 11
4.4 Discharge of liability ............................................................... 12

5 Economy .................................................................................... 12
5.1 Signatory authority ................................................................. 12
5.2 Acquisition and disposal of real estate ...................................... 12
5.3 The Building Fund (byggnadsfonden) ...................................... 12
1 General

1.1 Name
The name of the student union shall be Tekniska Högskolans Studentkår (THS).

1.2 Purpose
The main purpose of the Tekniska Högskolans Studentkår (THS) shall be to monitor and contribute to the development of the education and the conditions for study at KTH Royal Institute of Technology. THS shall promote good cohesion and fellowship among the students at KTH Royal Institute of Technology.

1.3 Sphere of activity
The sphere of activity of THS shall cover students in all the educational programmes of KTH Royal Institute of Technology (KTH) at the basic, advanced, and postgraduate levels.

1.4 Composition
THS shall be an association of students at KTH Royal Institute of Technology.

1.5 Basic principles
The basic outlook of THS shall be democratic, and THS has no religious or party political affiliations.

1.6 Seat
The seat of THS shall be in Stockholm.

1.7 Year of operation
The THS year of operation shall be from 1 July to 30 June.

1.8 Amendments to the Statutes
Amendments to the Statutes shall be adopted if they have been approved by a relative majority at two ordinary meetings of the Student Union Council in two consecutive years of operations.

If amendments are made to passages that concern the purpose of THS, the organisation of THS, the right of admission to and resignation from THS, restrictions on membership in THS, membership fees for THS, how THS decisions are announced, and the right of the University Board of KTH to invalidate decisions that are in conflict with the goals of THS, the decision shall be approved by the University Board of KTH.

1.9 Interpretation of the Statutes
In case of uncertainty, the Statutes shall be interpreted by, in ascending order, the Student Union Board, the auditors, and the Statutes Interpretation Committee.

The Statutes Interpretation Committee shall be made up of the Inspector, two auditors, the Speaker, and the Student Union President. The Inspector shall chair the Statutes Interpretation Committee. If a dispute arises regarding the interpretation of these Statutes, the Statutes Interpretation Committee shall decide the matter. The Committee’s interpretation shall be presented at the next meeting of the Student Union Council.

1.10 Additions to the Statutes
Chapters can adopt additions to these Statutes.
1.11 Regulations in addition to the Statutes
Along with these Statutes, there are additional documents that specify the governance of THS in detail. These are listed in the Bylaws of THS, which shall be directly subordinate to these Statutes.

1.12 Resignation from and dissolution of THS
A decision regarding the dissolution of THS shall require a vote of a qualified majority of the Student Union Council at two meetings of the Student Union Council in two consecutive years.

In the event of the dissolution of THS, all property and capital shall go to a foundation, the purpose of which is to provide support for students at KTH. Upon resigning from THS, the resigning minority cannot claim a portion of THS capital or property.

1.13 Announcement of decisions
Summonses, documents from meetings, and approved minutes from all THS bodies shall be made available for members, with the understanding that such availability is to be considered as an announcement of the decisions that have been made. How decisions are announced shall be regulated by the THS Bylaws.

1.14 Invalidation of decisions
The University Board of KTH shall have the right to invalidate decisions that are manifestly in conflict with the goals of THS. A decision can be taken up for review if this is requested either by no less than one tenth of the members or by no fewer than 100 members. Such a request shall be submitted within three weeks from the day when the decision was announced.

1.15 The Inspector
The Student Union Council shall appoint a teacher at KTH to be the Inspector with the task of supporting the activities of THS.

The Inspector shall have the right to one single time return for reconsideration any question that has led to a decision that the Inspector feels is in conflict with Swedish law or the THS Statutes. The term of office for the Inspector shall be two years. The Inspector can be re-elected no more than two consecutive times.

1.16 Members
A member shall be a student at KTH Royal Institute of Technology who has paid the membership fee that has been determined by the Student Union Council. The membership shall be terminated when a member's studies at KTH Royal Institute of Technology have been completed, when a member has been, in due order, expelled from his or her studies at KTH Royal Institute of Technology, when a member has not paid the membership fee for a specified period, or when a member relinquishes his or her membership. The rights of a member are regulated in the Statutes and the benefits of a member are regulated by the Student Union Board.

A supporting member shall be a member who does not study at KTH Royal Institute of Technology but who wishes to support THS and has paid the membership fee for supporting membership that has been determined by the Student Union Council. A supporting member does not hold any right to vote in any union elections and is not eligible to be elected to the Student Union Council. Their benefits are further regulated by the Student Union Board.

The Student Union Council shall select honorary members. Honorary members must have significantly promoted the interests and aims of THS. Suggestions for selection of honorary members shall be proposed by a member of the Student Union Board, a member of the Student Union Council, or no less than ten members of the Student Union. In order for a decision regarding an honorary member to be valid, a qualified majority shall be required. If a proposal regarding the selection of an honorary member is rejected, neither the proposal nor the decision shall be entered in the minutes.

More detailed regulations regarding admittance to and termination of membership shall be regulated in the THS Bylaws.
1.17 Chapters
The members of THS shall be organised into chapters that correspond with their educational programme or the location of their education. In uncertain cases the Student Union Board shall determine the chapter affiliation of individual members. The Student Union Council shall make decisions regarding the establishment and dissolution of chapters.
In other respects the activities of the chapters shall be regulated by the THS Bylaws.

1.18 Accountability
A council or board member who is present at a meeting shall be accountable for decisions made at that meeting unless he or she has entered reservations to these decisions. However, a member shall not be personally liable for economic compensation unless he or she has been guilty of a crime, gross negligence, or criminal intent.

1.19 Levels of decision-making
THS shall make use of a relative majority (the greatest number of votes), a qualified majority (two thirds of the votes), and unanimity (all the votes).

2 The Student Union Council

2.1 General
The Student Union Council shall be the highest decision-making body of THS.

2.2 Activities
The Student Union Council shall make decisions regarding the organisation of THS and determine comprehensive guidelines and the financial framework of the activities of THS. The Student Union Council shall also monitor the activities of the Student Union Board and consider granting discharge of liability for the board. The Speaker’s Presidium shall preside over the work of the Student Union Council.

2.3 Composition
The Student Union Council shall be composed of one council member from each chapter and as many adjustment seats as there are chapters. In order to be eligible to be a council member of the Student Union Council, a person must be a member of the Tekniska Högskolans Studentkår. The distribution of adjustment seats for the upcoming year of operation shall be determined by using the d’Hondt method. This shall be done based on the number of members in the chapters four weeks before the ordinary election for the Student Union Council. Absent members shall be replaced in the event of impediment for the whole or part of a meeting by the substitute of one of the above members.

2.4 Meetings
The Student Union Council shall hold ordinary meetings no less than once every term. Meetings must not be held during the examination period or during the holidays.

2.4.1 Ordinary meetings
Summons to an ordinary meeting shall be distributed by the Speaker no later than four weeks prior to the meeting.
The members of THS shall have the right to submit motions, interpellations, or declarations of no confidence against the Student Union Council’s elected representatives. Matters intended for discussion at an ordinary meeting must be sent to the Speaker no later than three weeks prior to the meeting.
Documents containing the agenda, propositions, motions, interpellations, the Student Union Board’s preparation of motions, and other documents pertaining to the meeting shall be distributed no later than two weeks prior to the meeting.

Members shall have the right to submit follow-up motions. If the follow-up motion involves amending a policy document, it must deal with the same policy document and passage as the original proposal. Members shall also have the right to submit simple questions. A follow-up motion intended for discussion at an ordinary meeting must be sent to the Speaker no later than one week prior to the meeting.

Follow-up motions, simple questions, and reports from elected representatives must be distributed no later than five days prior to the meeting.

When special circumstances exist, the Speaker may decide that the documents for the meeting shall be distributed later than has been prescribed. However, this shall be done no later than three days prior to the meeting and the grounds for this action must be specified in the minutes.

2.4.2 Extra meetings

In an extra meeting of the Student Union Council only matters for which the meeting was convened may be discussed. The right to request that the Speaker convene an extra meeting of the Student Union Council shall belong to the Inspector, the Student Union Council, the Student Union Board, each of the auditors, and no less than one third of the number of ordinary members of the Student Union Council. Summons to an extra meeting shall be sent by the speaker no later than one week before the meeting. After a request for an extra meeting of the Student Union Council has been submitted, such a meeting shall be held within four weeks.

2.4.3 Rights during meetings

Members and honorary members of THS shall have the right to attend meetings of the Student Union Council. Additional rights shall include the following:

- The members of the Student Union Council and serving substitutes shall have the right to attend and speak at meetings, to make proposals, and to vote.
- The members of the Student Union Board, the Inspector, and the auditors shall have the right to attend and speak at meetings, and to make proposals.
- The members of the Speaker’s Presidium shall have the right to attend and speak at meetings, along with the right to make proposals in formal matters.
- The rapporteur, the candidates, the substitutes of the Student Union Council, the chapter presidents of THS, persons remunerated by THS, and the administrative director of THS shall have the right to attend and speak at meetings.

Voting by proxy shall not be permitted.

The Student Union Council can, when necessary, decide that a meeting should be held behind closed doors, which excludes those who only have the right of attendance. This shall require a unanimous decision and the grounds for this decision shall be specified in the minutes.

2.4.4 Decisions

The Student Union Council shall have the right to make decisions in a meeting that has been convened in accordance with Section 2.4.1 Ordinary meeting or Section 2.4.2 Extra meeting when no fewer than half of the members of the Student Union Council are present during the voting.

If the meeting lacks a quorum the Speaker shall have the right to table items, and to adjourn and then end the meeting.

Voting shall be done openly except in the case of elections for individual candidates, when voting shall be done by secret ballot upon the request of a member of the Student Union Council. When the votes cast are equal in number, the drawing of lots shall decide the outcome. A record of the voting shall be kept upon the request of a member of the Student Union Council.
A member of the Student Union Council may not participate in a vote regarding the discharge of liability of the member him- or herself.

A meeting of the Student Union Council may not make decisions in matters that have not been placed on the agenda.

2.4.5 The election of individual candidates
In an election for a post with more than two candidates competing for the post, preliminary voting shall be carried out in which each member of the Student Union Council shall have the right to cast his or her vote for one of the candidates. The two candidates who have received the greatest number of votes in the preliminary voting shall then run against each other in the main voting.

In elections for an association in which there are more candidates than the number of posts, the election shall proceed in accordance with the method described in the THS Bylaws.

2.4.6 Minutes
As a minimum, minutes of the decisions adopted shall be kept for meetings of the Student Union Council. These minutes shall be completed and approved no later than two weeks after the meeting.

2.5 Elections for the Student Union Council

2.5.1 General
The members of THS shall elect the members and substitutes of the Student Union Council in free, secret, and direct elections. The date of the ordinary election shall be fixed no later than 31 December by the Student Union Council. The election shall be held no later than 15 May. The election procedures shall be regulated by the THS Bylaws.

2.5.2 The Election Board
The Election Board shall consist of one member from each chapter who shall be chosen by the Student Union Council following free nominations. The term of office shall coincide with the THS year of operation. The task of the Election Board shall be to organise and supervise the election of the members and substitutes of the Student Union Council, and to determine the number of adjustment seats.

An appeal against a decision of the Election Board shall be presented to the Speaker before the results have been confirmed by the Student Union Council. The Inspector and the auditors shall assist the Election Board when an appeal is examined.

2.5.3 Resignation from office
A member of the Student Union Council or a representative chosen by the Student Union Council can request that the Speaker grant his or her resignation from office.

3 The Student Union Board

3.1 General
The Student Union Board shall be the executive body of the Student Union Council.

3.2 Activities
The Student Union Board shall carry out the decisions of the Student Union Council and shall be responsible for the direct administration of the activities and economy of THS in accordance with the decisions of the Student Union Council.
The Student Union Board shall be responsible for preparing the matters that are to be considered by the Student Union Council, and for calling and organising the elections that are to be carried out by the Student Union Council and that are not organised by the Election Committee or regulated in another way. The Student Union Board shall represent THS in the period between the meetings of the Student Union Council.

The Student Union Board shall, within the scope of the budget that has been drawn up by the Student Union Council, be responsible for the personnel and other remunerated officials of THS.

When an elected representative who has been chosen by the Student Union Council, with the exception of the Inspector, auditors, and members of the Student Union Board, the Election Committee, or the Election Board, is unable to carry out his or her duties, the Student Union Board shall be obliged to select one or more persons by way of supplementary election to serve for the remaining period until the next meeting of the Student Union Council.

It shall be incumbent on members of the Student Union Board who have left office to draw up a status report no later than 15 October of the following year of operation.

3.3 Composition
The Student Union Board shall be chosen by means of the election of individual candidates by the Student Union Council and shall consist of the Presidium of the Student Union and four to six members. The Presidium of the Student Union shall consist of a president and a vice president.

3.4 The Presidium of the Student Union
The Presidium of the Student Union shall consist of the Student Union President and the Student Union Vice President. The Presidium of the Student Union shall have the right to settle urgent matters and matters that have been assigned to it, and it shall be accountable to the Student Union Board for any measures taken, which shall be reported in writing to the next meeting of the Board. If the Student Union President or the Student Union Vice President is unable to carry out his or her duties, an extra meeting of the Student Union Council shall be convened. If the Student Union President is unable to carry out his or her duties, the Student Union Vice President shall take over the prescribed tasks of the Student Union President until a new Student Union President has been elected.

3.5 Terms of office
The term of office for the Presidium of the Student Union shall run from the first day of July to the last day of June. The term of office for the other members of the Student Union Board shall be one year, beginning on either 1 July or 1 January.

3.6 Meetings

3.6.1 Ordinary meetings
Summonses to an ordinary meeting shall be distributed by the Student Union President no later than one week prior to the meeting.

The agenda and all the documents for the meeting shall be distributed no later than four days prior to the meeting. In the event of special circumstances, the Student Union President may decide that the documents for the meeting shall be distributed later than stated above. However, the grounds for this decision shall be specified in the minutes.

3.6.2 Extra meetings
The right to request that the Student Union President convene an extra meeting of the Student Union Board shall belong to the Inspector, no less than two members of the Student Union Board, or one auditor. The Student Union President may decide that there should be a shorter period of notice for an extra meeting of the Student Union Board. After a request for an extra meeting of the Student Union Board has been made, such a meeting must be held within one week.
3.6.3 Rights during meetings
Members and honorary members of THS shall have the right to attend meetings of the Student Union Board. Additional rights shall include the following:

- The members of the Student Union Board shall have the right to attend and speak at meetings, the right to make proposals, and the right to vote.
- The Inspector and the auditors shall have the right to attend and speak at meetings, and the right to make proposals.
- The rapporteur, the candidates, persons who receive full-time remuneration from the Student Union, the administrative director of THS, and the public relations officer of THS shall have the right to attend and speak at meetings.

The Student Union Board can, when necessary, decide that a meeting should be held behind closed doors, which excludes those who only have the right to attend and speak at meetings. An exception shall be made for persons who have been co-opted. This shall require a unanimous decision and the grounds for the decision shall be specified in the minutes.

3.6.4 Decisions
The Student Union Board shall have the right to make decisions in a meeting that has been convened in accordance with Section 3.6.1 Ordinary meeting or Section 3.6.2 Extra meeting when no fewer than half of the members of the Student Union Board are present during the voting.

Voting shall be done openly except in the case of elections for individual candidates, when voting shall be done by secret ballot upon the request of a member of the Board. When the votes cast are equal in number, the chair of the meeting shall have the deciding vote. In elections the drawing of lots shall decide the outcome. A record of the voting shall be kept upon the request of a member of the Board.

The meeting of the Student Union Board may not make decisions in matters that have not been placed on the agenda.

3.6.5 Minutes
As a minimum, minutes of the decisions adopted shall be kept for meetings of the Student Union Board. These minutes shall be completed and approved no later than two weeks after the meeting.

4 Audit and discharge of liability

4.1 Chartered Accountant
THS, the Student Union Board, and all the officers shall be continuously audited by a Chartered Accountant with respect to accounts and management. The Chartered Accountant shall be appointed by the Student Union Council.

4.2 Auditors
The auditors shall, on the behalf of the Student Union Council, audit the activities of THS in relation to the Statutes and the decisions of the Student Union Council. The auditors shall have the right to at any time examine the contents of the accounts and other documents.

4.3 The audit report
A report on the completed audit shall be presented no later than 30 October. The report shall contain a statement concerning discharge of liability for the officers and management of the bodies in question, as well as a specific recommendation concerning operations. Members of the Student Union Board who have left office shall submit a status report on the activities of THS together with the audit report.
4.4 Discharge of liability

The issue of discharge of liability for the Student Union Board and the editors shall be considered by the Student Union Council.

The issue of discharge of liability at the chapter level shall be considered and decided by the chapter meetings in question.

5 Economy

5.1 Signatory authority

In addition to the Student Union Board, the person or persons appointed by the Board shall be authorised to sign on behalf of THS.

5.2 Acquisition and disposal of real estate

For decisions regarding the transfer or acquisition of real estate, buildings on leasehold property, or site leasehold rights, a qualified majority in the Student Union Council shall be required in two consecutive meetings.

5.3 The Building Fund

For the safeguarding of its buildings, THS shall have a building fund. No less than one tenth of the Student Union fees shall each year be earmarked for the Building Fund. For decisions regarding the disposition of the Fund’s money, a qualified majority shall be required in the Student Union Council.