



1 Guidelines for Clubs

2 The purpose of these guidelines is to clarify the relationship between TuKY and the clubs and
3 to define the mutual rights and obligations of the parties. Clubs are not community members
4 of TuKY and do not have the privileges or obligations granted by TuKY membership.

5 1 § Contents of the guideline

6 These guidelines determine the rights that the Board of The Association of Economics Students
7 in Turku (hereafter TuKY) may grant to clubs, as well as the obligations resulting from these
8 rights.

9 These guidelines also rule of TuKY's Club Register, including the process of joining, leaving,
10 and the associated responsibilities, obligations, and benefits.

11 2 § Clubs and operators

12 Clubs and operators under TuKY are defined in TuKY's Club Register. The Club Register divides
13 clubs into three categories: Subject Organizations (I), Hobby Clubs (II), and Independent
14 Operators (III).

15 *I Subject Organizations*

16 Subject Organizations maintain relations with the different academic subjects of Turku School
17 of Economics, advocate for students' rights, and act as a link between faculty and students.

18 *II Hobby Clubs*

19 Hobby Clubs focus on specific leisure activities that provide recreation alongside studies.

20 *III Independent Operators*

21 Independent Operators are entities that do not belong to the previous categories but are
22 significant stakeholders of TuKY and operate within its scope.

23 3 § Club Register

24 TuKY's Club Register is maintained by TuKY's Board and the Executive Director. The clubs are
25 categorized according to §2.

26 4 § Requirements

27 *I Subject Organizations*

28

Guidelines for Clubs

- 29 - Must be a registered association or in the process of registration
- 30 - Must represent an academic discipline of Turku School of Economics
- 31 - At least 80% of the members must be members of TuKY
- 32 - All members of TuKY must have the right to join

33 *II Hobby Clubs*

- 34 - Must be a registered association or in the process of registration
- 35 - At least 50% of the club's members must be members of TuKY
- 36 - All members of TuKY must have the right to join

37 *III Independent Operators*

- 38 - Must act as representatives of degree or exchange students at Turku School of
- 39 Economics or be a significant stakeholder of TuKY
- 40 - Must be a registered association or in the process of registration

41 Clubs may be granted exemptions from these requirements by a special decision of TuKY's
42 Board.

43 5 § Obligations

44 Clubs must respect TuKY practices, values, and rights, ensuring that their activities do not
45 violate them. The purpose and operations of the club must align with those of TuKY.

46 When using TuKY's communication channels, clubs must adhere to TuKY's graphical guidelines
47 and applicable guidelines.

48 Clubs must comply with Finnish laws, maintain proper financial management and bookkeeping,
49 and prepare budgets and financial statements in accordance with association law and
50 accounting law. They must also maintain a lawful membership register.

51 Updated contact details and Board composition must be submitted to TuKY's Executive
52 Director without delay after changes in leadership.

53 Clubs have additional obligations according to their category.

54 *I Subject Organizations*

- 55 - Educational policy advocacy in collaboration with TuKY
- 56 - Obligation to report an annual action plan and, upon request, a budget and action
57 report
- 58 - Service obligation for TuKY members
- 59 - Commitment to relevant TuKY training
- 60 - Maintenance responsibility for Parkki
- 61 - All students of the subject must have a say in educational policy decisions

62 *II Hobby Clubs*

- 63 - Service obligation for TuKY members
- 64 - Obligation to report an annual action plan and, upon request, a budget and action
65 report

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- 66 - Commitment to relevant TuKY training
- 67 - Maintenance responsibility for Parkki

68 *III Independent Operators*

- 69 - Obligation to report an annual action plan and action report
- 70 - Participation in relevant TuKY training
- 71 - Maintenance responsibility for Parkki

72 6 § Benefits

73 *I Subject Organizations*

- 74 - Free access to Parkki
- 75 - Use of TuKY's communication channels
- 76 - Advocacy services
- 77 - Administrative services

78 *II Hobby Clubs*

- 79 - Free access to Parkki
- 80 - Use of TuKY's communication channels
- 81 - Administrative services

82 *III Independent Operators*

- 83 - Use of TuKY's communication channels
- 84 - Limited access to Parkki
- 85 - Advocacy services

86 *TuKY and clubs may extend corporate collaboration benefits between parties as permitted by*
 87 *cooperation agreements. Such decisions are made case by case.*

88 Contact with companies under cooperation agreements with TuKY must be handled exclusively
 89 by TuKY's Sales Manager. *Clubs must commit to honouring this and not contact business in*
 90 *question independently. TuKY always has the privilege and the only right to handle these*
 91 *corporate relations.* Clubs adhere to the guidelines provided by TuKY's Corporate Relations
 92 Team and Sales Manager.

93 TuKY's Board confirms services available to clubs, including their details and formats. *While*
 94 *minimum benefits are set by category, additional benefits may be granted.* The Board of the
 95 Association also has the right to suspend or resume benefits temporarily for *a compelling or*
 96 *well-founded reason.*

97 Clubs may apply for TuKY funding for one-time projects (e.g., events). Applications are
 98 submitted in writing to TuKY's Board, which decides based on set criteria and budget
 99 constraints. The Board and the Financial Director determine the required application details
 100 case by case.

101 7 § Joining the Club Register

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- 102 To join the register, clubs must submit an open registration application with necessary
103 attachments to TuKY's Board. Required documents include proof of registration, an action plan,
104 and a budget. The Board of TuKY decides on approval.
- 105 Clubs may apply for financial assistance from TuKY for registration costs. The Board decides
106 case by case and reserves the right to reject applications.
- 107 8 § Leaving the Club Register
- 108 Clubs must notify TuKY's Board in writing at least one month before resigning from the
109 register.
- 110 If a club fails to meet requirements or obligations, or violates these or other rules and values,
111 TuKY may temporarily suspend or permanently remove the club from the register, or impose
112 other appropriate sanctions.
- 113 Upon removal from the register, the club loses the associated benefits and services.
- 114 9 § Membership fees
- 115 Clubs may charge membership fees to finance their activities. The fees must be reasonable in
116 relation to the nature of the activities.
- 117 10 § Reporting obligation
- 118 Clubs must submit required reports to the Executive Director within 21 days upon request. The
119 These documents are necessary to help assess past and future activities, support club
120 continuity, and document club history.
- 121 Failure to meet reporting obligations may result in suspension or removal from the register.
- 122 11 § Name usage rights
- 123 Clubs are entitled to call themselves TuKY clubs and use TuKY's logos and graphical materials
124 in communications.
- 125 12 § Amendments and changes
- 126 This guideline can only be amended by a decision of the association's assembly.
- 127 13 § Entry into force
- 128 These guidelines have been approved in the association's assembly on 7.11.2023.