

**Appendix 1**  
**to the Resolution no. 12/2011 of the Senate of Warsaw Film School**

**TERMS AND CONDITIONS OF THE  
STUDENT'S COUNCIL OF THE WARSAW  
FILM SCHOOL**

**I. GENERAL PROVISIONS**

**§ 1**

1. All students of the Warsaw Film School form the Student's Council, hereinafter referred to as "Student's Council".
2. The Student's Council operates within the limitations specified in the Act of 27th July 2005 – Law on Higher Education (Journal of Laws no. 164, item 1365, as amended), executive regulations to the act, Statute of the Warsaw Film School as well as these very Terms and Conditions.

**§ 2**

1. The Student's Council operates through its organs.
2. The Student's Council Bodies are the only representation of all students of the Warsaw Film School, hereinafter referred to as "the School".
3. The Student's Council Bodies are not subordinated to any self-government structures, exceeding the School structures.
4. The Student's Council Bodies are responsible to students.
5. The Student's Council Bodies participate in the implementation of the University's tasks, in particular in the field of didactic and educational process of social and living matters of the students.

**§ 3**

The Student's Council, acting through its bodies:

- 1) represents students of the School,
- 2) creates the students' life of the School,
- 3) participates in resolving School's matters,
- 4) selects its representatives to the School Senate,
- 5) promotes the School and its students,
- 6) co-creates with the School bodies the Terms and Conditions of studies in the mode specified in the Act,
- 7) supports scientific, cultural, sports, tourist, economic and other student initiatives,
- 8) strives to create conditions enabling students to exercise the right of association,
- 9) expresses the opinion of the student community in matters related to the process of education and upbringing at the University and in matters requiring the Council's opinion,
- 10) co-decides with the School authorities on matters of material assistance for students,
- 11) acts in accordance with the School's statute and mission.

**§ 4**

Student's Council Bodies cooperate with the School authorities in the implementation of its tasks.

**§ 5**

Student's Council has the right to use equipment and material means belonging to the School, in particular such as: rooms, printing facilities on the terms specified by the School authorities.

**§ 6**

Within the scope of its goals, the Student's Council may conduct cultural and publishing activities, create and supervise cultural, sports, tourist, scientific and social agencies for students.

**§ 7**

The Student's Council Bodies have the right to set up permanent and ad hoc committees to carry out their tasks.

## II. STUDENT'S COUNCIL BODIES

### § 8

The only body representing the Student's Council is the Management Board.

### § 9

The Management Board of the Student's Council, hereinafter referred to as the "Board" is the School legislative and executive body.

### § 10

1. The Board consists of five members, elected by students by simple majority, by secret ballot, for a period of two years.
2. The work of the Board is managed by the Chairman. The Chairman is elected by the Board at the first meeting. Upon request of the Chairman, the Board elects the Vice-Chairman.
3. The Chairman's two-year term of office and of the Council members shall end not later than on the 1st of January.

### § 11

1. During the term of the Board, its Chairman may dismiss a member of the Board for justified reasons.
2. From the moment of dismissal, a member of the Board shall be suspended in their functions.
3. Removing a member from their position requires the approval of the Board. During a meeting, the Chairman present proposals to the replacement of the removed Board member.

### § 12

1. Two members of the Board may submit a motion for a vote of no confidence for the Chairman of the Board.
2. A vote of confidence is considered passed, when more than 2/3 of statutory composition of the Board voted in favour of it.
3. The consequence of passing motion of no confidence for the Chairman of the Board is the dismissal of entire composition of the Board and ordering new elections.

### § 13

Unless the Statute stipulates otherwise, resolutions by the Board shall be adopted by a simple majority of votes in the presence of at least three members of the Board. In the event of a balance of votes, the deciding vote belongs to the Chairman.

### § 14

1. The competences of the Board include in particular:
  - 1) adopting the Council's Terms and Conditions and their amendments;
  - 2) developing and implementing the Council's budget;
  - 3) organizing Juvenilia, (yearly student carnival);
  - 4) election of student representatives to the Senate for one-year term,
  - 5) selection of candidates for disciplinary commissions;
  - 6) other matters serving the performance of the Council's tasks.
2. The Chairman of the Board is obliged in particular to:
  - 1) represent the interests of the students in front of the School authorities,
  - 2) cooperate with the School authorities,
  - 3) call meetings of the Board members and of commissions formed,
  - 4) submit a report on its activities to the School Board and School authorities,
  - 5) perform other tasks arising from this very Statute and applicable law.
3. The duties of the Vice-Chairman include, in particular, replacing the Chairman during his/her absence. Other rights and obligations of the Vice-Chairman are determined by the Chairman of the Board.

## III. ELECTION OF THE BOARD

### § 15

1. The election of the Board is conducted by secret ballot.
2. Every voter has the right to propose candidates.
3. One may vote only in person.
4. Students of the school have both active and passive voting rights.

### § 16

1. Elections of the Board are conducted by the Students' Election Commission, hereinafter referred to as "Commission".
2. The function of a member of the Board may not be combined with the function of a member of the Commission.

3. A Commission member may not be a candidate to the Board.

#### **§ 17**

1. The Commission consists of three members.
2. The members of the Commission shall be appointed by the Board from the students of the School. The Board may fill the compositions of the Commission during its term.
3. The term of the Commission lasts two years and starts on 1st February and ends on 31st January.

#### **§ 18**

1. The first meeting of the Commission shall be called and conducted by the Chairman of the Board.
2. The Commission elects the Chairman and Vice-Chairman at the first meeting.
3. The Chairman of the Commission call and conduct meetings of the Commission.
4. The resolutions of the Commission shall be adapter by a simple majority of votes in the presence of at least half of the number of members, unless the Statute says otherwise.

#### **§ 19**

The Commission's tasks include in particular:

- 1) adopting and announcing the schedule of election,
- 2) registering candidates for the Board,
- 3) conducting elections of the Board,
- 4) informing votes about the date of the election and other matters related to the election,
- 5) supervision and vigilance over the proper conduct of elections, including settling matters that are not regulated in these Terms and Conditions,
- 6) drawing up the election protocol,
- 7) announcing election results to the Board,
- 8) considering applications for the annulment of the elections.

#### **§ 20**

1. The date of the election is set by the Head of the Commission in consultation with the School authorities.
2. The elections are held on a date, which enables students of full time and part time studies to participate.
3. The Head of the Commission shall notify students about the date of election at least fourteen days in advance by announcing it on School information boards and on School's and Council's website.

#### **§ 21**

1. Proposals of candidates to the Head of the Commission should be submitted in writing or to the e-mail address provided by the Head of the Commission at least 3 days before the election day.
2. A written proposal of a candidate for the Board should include: name and surname, year and field of study, as well as the name of the person presenting the proposal. In addition, the candidate's consent confirmed by their signature is required.

#### **§ 22**

1. One can submit their vote by placing a cross next to the candidate's name. Votes selecting more than 5 candidates are not valid.
2. Candidates are listed in alphabetical order.
3. Five persons who received the highest number of votes become members of the Student's Council's Board.

#### **§ 23**

1. The results of voting shall be determined immediately after its completion.
2. The final results of the voting shall be announced by the Head of the Commission immediately after the results have been counted.

#### **§ 24**

1. In the event of the expiry of the mandate or dismissal of a Board member, the mandate shall be taken by a person appointed by resolution through voting of the Board.
2. In the event of cancellation or loss of the mandate within one month by more than two members of the Board, the Commission shall conduct new elections to the Council's Board.

#### **§ 25**

A Board member is dismissed by voting and adopting a unanimous resolution by the other members of the Board.

#### **§ 26**

The Commission fully annuls the election in case of gross violation of the regulations. In justified cases, the Commission will order re-election within 14 business days of the decision to annul.

**§ 27**

During the term of the Council, its members lose their mandate in the event of:

- 1) loss of student status,
- 2) resignation,
- 3) a disciplinary commission ruling restricting the student's rights,
- 4) appeal in the manner specified in these Terms and Conditions,
- 5) the inability to perform the function for at least 2 months.

**IV. ADOPTING AND AMENDING THE TERMS AND CONDITIONS**

**§ 29**

The adoption of the Terms and Conditions of the Student's Council or its amendments shall be decided by the Council's Board by a majority of 2/3 votes in the presence of at least half of the statutory composition of the Board.

**V. FINAL PROVISIONS**

**§ 31**

The first composition of the Students' Election Commission and its Head shall be selected by the Rector.

**§ 32**

1. These Terms and Conditions come into force on the day of their adoption by the School Senate.
2. Amendments or adoption of new regulations in accordance with the procedure set out in these Terms and Conditions shall enter into force after Senate confirms its compliance with the Act – Law on Higher Education and the School Statute.