



CEU

*Universidad
San Pablo*

REGULATION 4/2025 OF STUDENT ASSOCIATIONS AND CLUBS OF UNIVERSIDAD SAN PABLO-CEU

Approved by the Board of Trustees of the University, at its meeting held on June 7, 2025, at the proposal of the Governing Council, at its meeting held on May 21, 2025.

PREAMBLE

The right of association is a fundamental right that is included in Article 22 of the Spanish Constitution and is developed in the Organic Law 1/2002, of March 22, 2002, on the Right of Association. It is also recognized in Article 38 of Royal Decree 1791/2010, of December 30, approving the Statute of the University Student, which states that, within the purposes of the university, the constitution of associations and student groups will be promoted, which will aim to develop activities of interest to them, in the regime provided by their statutes.

For its part, Organic Law 2/2023, of March 22, of the University System, recognizes the right of association in Article 34 and urges universities to promote and facilitate student participation in student representation and association activities.

In the same sense, Universidad San Pablo-CEU includes the right of association of students in Article 76.1) of its Organization and Functioning Rules (BOCM No. 136 of June 10, 2011).

On the other hand, Article 19 of Organic Law 2/2023, of March 22, of the University System, states that the fundamental mission of the university is the creation and transmission of university culture in all its diversity, for which purpose the active participation of students in university life must be encouraged, favoring comprehensive learning through university activities of a cultural, sports, student representation, solidarity, volunteering and cooperation for development nature.

Thus, complementary to student associations, one of the most complete extracurricular activities for a student is participation in a club, understood as another tool to carry out a comprehensive training of students, to the extent that not only allow them to put into practice the knowledge learned in the classroom, but also to develop some of the essential skills for their professional future such as teamwork, empathy or their communication and leadership skills.

Universidad San Pablo-CEU, aware that university life is a key stage for the integral development of students, has drawn up these Regulations under the protection of the Organic Law 2/2023, of March 22, of the University System and within the framework of its regulatory autonomy, which aims to regulate the creation, development and promotion of student Associations and Clubs within the University to develop activities of interest within the legal system and other rules of the Institution.

CHAPTER I

Student Associations

Article 1. Universidad San Pablo-CEU Student Associations.

Student Associations of Universidad San Pablo-CEU shall be considered to be all those that, respecting the principles of participation and democratic representation and non-profit, have been constituted in accordance with current legislation and under the protection of this Regulation, develop their activity within the scope of this University and, meeting the requirements established in this regulation, are registered in the Register of Associations provided for in this Regulation.

2. The Student Associations of Universidad San Pablo-CEU must be constituted independently of any political group or party and, in their operation, must respect the current legal system, as well as the Ideology of Fundación Universitaria San Pablo-CEU.

Article 2. Scope of action of the Student Associations.

1. Student associations shall carry out their activities within the scope of the School/Center in which they have been constituted, where they shall have their registered office and in which their founding members must be enrolled. Inter-faculty student associations may also be constituted, which shall have their registered office in the School/Center to which the majority of their founders belong and, in the event of equality between two or more centers, in the one with the greatest number of promoters. These inter-faculty student associations shall be attached to the Vice-Rectorate for Students.

2. The associations constituted in accordance with these regulations may federate with other associations of Universidad San Pablo-CEU or other universities, for which they must have the approval of the corresponding Dean's Office or the School's Directorate and the authorization of the Vice-Rectorate for Students. Interested associations shall submit their application to the Dean's Office/Directorate accompanied by the Federation's Articles of Incorporation, which include the Federation's representatives, the Act of Adhesion of each of the federated associations, as well as the Federation's Bylaws. If necessary, the Dean's Office/Directorate will submit the proposal to the Vice-Rectorate for Students, which, if it deems it appropriate, will proceed to its authorization.

This authorization may be revoked at any time, if the general interest of the University so advises, at the discretion of the Vice-Rectorate for Students.

3. Students of CEU Universities may form inter-university associations, in which case they shall be governed by the regulations approved for this purpose by Fundación Universitaria San Pablo-CEU.

Constitution of a student association

1. The constitution of a student association shall require that, in advance, an application be submitted by its promoters stating, unequivocally, the purpose of association of at least the number of enrolled students established in the following section, with full capacity to act, who voluntarily agree to serve a specific and lawful purpose, expressed in the Bylaws of the Association and in accordance with the provisions of these Regulations. No association will be recognized that in its admission process or in its operation discriminates on the grounds of birth, race, sex, religion, opinion or any other personal or social condition or circumstance, nor those whose activity promotes or justifies hatred or violence against individuals or legal entities, nor those that attempt against the Ideology of Fundación Universitaria San Pablo-CEU.

2. For the constitution of associations, a minimum of twenty-five signatures of promoters among the students of the School/Center that support the creation of the association shall be required. In the case of inter-faculty student associations, a minimum of seventy-five signatures of promoters shall be required among students belonging to at least two or more different Schools/Centers.

3. Two or more associations may not have more than half of their members.

4. Once the application for the constitution of the association has been prepared, the promoters shall present it, together with the draft of the Association's Statutes, to the Vice-Rectorate for Students, accompanied by the signatures of the students who intend to form the association, stating

the number of the National Identity Card/Foreigner's Identity Card/Passport of each of the signatories and the School/Center to which they belong.

Article 4. Bylaws of the association

The application for incorporation of the association must be accompanied by a draft of the Bylaws, which must include, at least, the following matters:

- a) Name of the association that is not misleading with respect to other registered student associations. The name of the association shall state that it belongs to Universidad San Pablo-CEU.
- b) Scope of action.
- c) Address.
- d) Specific purposes and activities of the association.
- e) Governing bodies, their method of election and rules of operation.
- f) Procedure for the acquisition and loss of membership. In any case, the condition of member of the association can only be maintained as long as the status of student of Universidad San Pablo-CEU is held.
- g) Rights and obligations of the members.
- h) Application to be given to the assets of the association in the event of dissolution, which, if applicable, may revert to the benefit of the University.
- i) Procedure for amending the Bylaws.
- j) The duration of the same, in the event that it is not constituted for an indefinite period of time.
- k) The indemnity of the University under the terms established in Article 8 of these Regulations.

Article 5. Processing of the Application and Registration of Student Associations

1. The Vice-Rectorate for Students affairs will verify the veracity of the identity of the promoters, as well as the School/Center to which they belong, subsequently transferring the documentation received, including the draft Statutes, to the General Secretary's Office of the University so that the latter may issue the corresponding report on legality and compliance with current regulations, including the correction of any defects detected or aspects that could be improved.

The General Secretary's Office report will be sent to the Vice-Rectorate for Students, so that it may be forwarded to the promoters so that, if necessary, they may correct the defects noted and incorporate the proposed improvements.

2. Once the corrections and additions indicated in the documentation submitted under the previous section have been made, the promoters will submit it again to the Vice-Rectorate for Students for its timely submission to the University's Governing Council with its proposal, following a report

from the General Secretary's Office consisting of the verification of the changes made to the first draft submitted.

3. The Governing Council of the University shall be responsible for the approval, if applicable, of the constitution of a student association, together with its Statutes, at its discretion and in the terms it deems appropriate, by virtue of the provisions of these Regulations. No appeal may be lodged against the decision adopted before any other body of the University. The Rector shall inform the University's Board of Trustees of the associations whose constitution has been approved by the Governing Council.

4. Once its constitution has been approved, together with the Statutes, the student association shall be registered in the specific Register of Student Associations, which for this purpose shall be kept at the Vice-Rectorate for Students, and the promoters shall be notified. In this Register, will also keep updated the name of the association's directors, as well as any subsequent amendments to the Statutes that may occur in the future.

5. Upon registration, and for the purposes provided for in these Regulations, the student association shall be validly recognized.

6. The associations that are constituted may not adopt a name that may lead to confusion with those already existing.

7. Any amendment to the Bylaws of the Student Association shall be processed in accordance with the procedure established in this Article.

Article 6. reporting obligation

1. Student associations must inform the Vice-Rectorate for Students of the names of the association's directors, keeping them duly updated. Likewise, at the beginning of each academic year, they shall provide the Vice-Rectorate with the list of members who are members at that time.

2. In the month of October of each year, the constituted associations shall submit to the Vice-Rectorate responsible for student affairs a report of the activities carried out during the previous year, together with the action plan foreseen for the academic year, detailing the activities to be carried out during the same, which must be approved by the aforementioned Vice-Rectorate. They shall also submit the list of students who have obtained badges or credits.

3. Any modification to the plan of action and activities referred to in the previous section that may take place during the academic year must be communicated prior to its implementation to the Vice-Rectorate responsible for student affairs so that it may decide on the authorization of the proposal.

Article 7. Activities of the Associations

1. Student Associations may carry out activities that are not considered violent, xenophobic, unconstitutional, illegal or contrary to the Ideology of Fundación Universitaria San Pablo-CEU. The activities carried out will be duly communicated through the means and channels of communication available to the University Community, with prior authorization from the Vice-Rectorate for Students.

2. The activities may be held in the University facilities or outside them. In the development of the activities of the associations, regardless of the place where they are carried out, the students

of the University will be subject to the Student Regulations of Universidad San Pablo-CEU and, in particular, with regard to its disciplinary regime.

3. Student Associations may not adopt agreements or promote initiatives that affect matters of exclusive competence of the University, as established by the applicable legislation in force, the Organization and Functioning Rules of Universidad San Pablo-CEU, as well as its internal development regulations. The associative acts that do not respect the provisions of this section shall be null and void, being invalid from the very moment of their adoption or execution; they shall not produce valid legal effects at any time, and cannot be corrected.

4. The recognition of credits for participation in club activities will be carried out in accordance with the requirements and procedure set forth in the Regulations for the recognition of credits for the realization and participation of undergraduate students in university activities of Universidad San Pablo-CEU.

Article 8. Indemnity of the University

In no case shall the University be affected by the economic obligations that a student association constituted under these Regulations may incur in the management and administration of its funds or by the acts carried out by it.

Article 9. Distribution of competencies

1. The powers of management, supervision and control of the ordinary functioning of the associations correspond to the Dean's Office/Directorate of School or Center to which the associations belong, without prejudice to the general criteria that, in order to achieve greater coordination, control and administrative efficiency, may be adopted by the Vice-Rectorate with jurisdiction over students.

2. In the case of inter-faculty student associations, the competences of organization, supervision and control of the ordinary functioning shall correspond to the Vice-Rectorate responsible for student affairs.

Article 10. Liability

The corresponding academic disciplinary responsibility, established in Title I of the Student Regulations of Universidad San Pablo-CEU, apart from the eventual responsibility of any other order that may exist, may be demanded from the promoting members and those who represent the association, among others, in the following cases:

- a) The abnormal and unjustified deterioration, not due to fortuitous causes or force majeure, of the premises and material means that, if applicable, have been placed at the disposal of the associations by the Dean's Office/Directorate of the School or Center to which they belong.
- b) The organization and/or promotion of activities or manifestation of expressions that encourage violence, vandalism, hatred or discrimination, that constitute crimes or administrative infractions, as well as those that attempt against the Ideology of Fundación Universitaria San Pablo-CEU.
- c) When any activity is carried out that has not been previously communicated to and authorized by the Vice-Rectorate responsible for student matters, in the terms referred to in Article 6, paragraphs 2 and 3 of these Regulations.

d) When in the development of the activities of the association, students incur in any other misconduct classified as minor, serious or very serious in the Student Regulations of Universidad San Pablo-CEU.

Article 11. Grounds for dissolution of student associations

1. Student associations constituted and registered in accordance with these Regulations may be dissolved in the following cases:

a) For not carrying out any known activity during an academic year, or for not maintaining a minimum of twenty-five students enrolled at the University as associates, or for failing to submit any of the mandatory documents or information referred to in Article 6 of these Regulations, after receiving a warning from the Vice-Rectorate for Students.

b) When they promote or carry out activities that are violent, xenophobic or, in general, illegal, contrary to the Ideology of Fundación San Pablo-CEU or that deviate from its foundational purposes, as well as when they do not respect the provisions of paragraph 3 of Article 7.

c) By the unanimous will of the members, expressed in an agreement adopted for that purpose, which shall be sent to the Vice-Rectorate responsible for student affairs.

2. In any case, the Governing Council of the University shall be responsible for adopting a reasoned resolution dissolving a student association, at the proposal of the Vice-Rectorate for Students. The dissolution of the student association shall be recorded in the specific register of student associations kept for this purpose at the Vice-Rectorate for Students.

CHAPTER II

University Clubs

Article 12. Definition of Campus Club

1. Student Clubs of Universidad San Pablo-CEU shall be considered to be all those that are constituted in accordance with these Regulations and develop their activities within the scope of this University.
2. Students of Universidad San Pablo-CEU may form clubs to carry out activities to promote intellectual, cultural, social, environmental, environmental, artistic, exchange of opinions and other similar activities.

Article 13. Club Compliance

1. The clubs shall respect the Ideology of Fundación Universitaria San Pablo-CEU and shall comply with the regulations and guidelines established by the University. In their rules of action, they will collaborate with the University in all those activities that are beneficial to the University Community.
2. The University reserves the right to remove the status of Club of Universidad San Pablo-CEU to any clubs created whose activities are not developed in accordance with the provisions of the applicable regulations or it is found that they damage the image and reputation of the University.

Article 14. Purposes and Activities of Clubs

1. The purposes and actions of the Student Clubs of Universidad San Pablo-CEU must comply with the principles of freedom, democracy and functional autonomy, respecting in the exercise of their activities the fundamental rights of the rest of the members of the University Community, favoring the full academic, personal and intellectual development of the student body as a whole.
2. The club shall be declared and maintained at all times open to any student of the University who wishes to become a member of the club.

Article 15. Constitution of Clubs

At least 10 students enrolled at Universidad San Pablo-CEU must agree to the formation of a club.

2. The articles of incorporation shall state the specific name, the identification of each student member and the designation of the Club Delegate. It shall also describe the purposes of the club and the type of activities to be carried out. The name of the club shall indicate that it belongs to Universidad San Pablo-CEU.
3. Once the club has been constituted, its delegate shall request its recognition from the Vice-Rectorate for Students, accompanying the club's charter and the names of at least 10 members that justify the minimum requirement of constitution, accrediting their status as students of the University,
4. The Vice-Rectorate for Students shall, if appropriate, formally recognize and register the club in the Register of University Clubs to be created for this purpose. The deadline for the resolution

of the application shall be one month.

5. Once the club has been registered in the Registry of University Clubs, it must be renewed every two years. If renewal is not requested or if the minimum number of students of Universidad San Pablo-CEU established is not accredited, the club will be cancelled.

Article 16. Organization and operation

1. The Club Delegate shall be elected by the rest of its members at the time of the agreement of constitution. The criteria for election shall be such as to ensure democratic functioning. The term of office shall be for one academic year, which may be extended if agreed upon by a majority of the club members.

2. The delegate shall represent the club before Universidad San Pablo-CEU and shall be responsible for coordinating the activities carried out and ensuring their proper functioning.

3. The Vice-Rectorate for Students shall be responsible for providing the support that the club may require to carry out its activities.

Article 17. Conduct of Club Activities

1. The Student Clubs of Universidad San Pablo-CEU will have to carry out at least one (1) activity per semester of measurable impact in accordance with the criteria and guidelines set by the Vice-Rectorate responsible for student affairs and duly communicate it through the media and communication channels available to the University Community, with prior authorization from the aforementioned Vice-Rectorate.

All Clubs must submit the following documentation to the Vice-Rectorate responsible for student affairs within the second semester of the academic year (always before June 30 of each year):

- a) Report of activities carried out during the course
- b) Forecast of projects and activities for the following school year
- c) Updated list of club members enrolled in Universidad San Pablo-CEU.
- d) List of students earning badges or credits

3. The forecast of projects and activities for the following academic year referred to in the previous section must be approved by the Vice-Rectorate for Students. Any modification of this forecast that may take place during the course must be communicated prior to its realization to the Vice-Rectorate responsible for student affairs in order to obtain the authorization of the latter.

4. The activities of the clubs may be held in the facilities of the University or outside them. In the development of the activities of the clubs, regardless of the place where they are carried out, the students of the University shall be subject to the Student Regulations of Universidad San Pablo-CEU and, in particular, with regard to its disciplinary regime.

5. The recognition of credits for participation in club activities will be carried out in accordance with the requirements and procedure set forth in the Regulations for the recognition of credits for the realization and participation of undergraduate students in university activities of Universidad San Pablo-CEU.

Article 18. Grounds for Club Dissolution

1. The Student Clubs of Universidad San Pablo-CEU may be dissolved at any time at the free will of its members.

2. Student Clubs of Universidad San Pablo-CEU shall lose their status as such in the following cases:

- a) For lack of activity for two years.
- b) When its activities are not carried out in accordance with the provisions of these regulations.
- c) For engaging in activities that damage the name of the University, its prestige or that of the members of the University Community.

3. Loss of its status as a Student Club is automatic cause for cancellation in the University Club Registry and consequent loss of recognition or qualification as such.

First additional provision. Conditions of use of the "CEU" trademark, logo and distinctive signs.

1. Student associations and clubs shall have their own distinctive signs and logos, which in no case may be those corresponding to the "CEU" brand.

Notwithstanding the foregoing, student associations and clubs may make use of the "CEU" mark, logo and distinctive emblem in the promotional material that may be produced for the dissemination of the activities that have been authorized in accordance with the provisions of Articles 6 and 17 of these Regulations.

In any case, the trademark or logo and distinctive "CEU" shall be used exclusively in the version provided by the University, without the possibility of altering colors, shapes, symbols or graphics.

The trademarks and logos shall remain under all circumstances the exclusive property of Fundación Universitaria San Pablo-CEU. Therefore, the authorization for their use shall not be construed as a transfer of intellectual property rights, industrial, copyrights or other exclusive rights related to them.

Second additional provision.

The associations and clubs of Universidad San Pablo-CEU may obtain funding from the University and use its facilities for the development of their activities, subject to prior assessment of the social purpose of the same by the University.

Sole Transitory Provision. Student Associations and Clubs already constituted.

1. Student Associations and Clubs of Universidad San Pablo-CEU that, at the date of entry into force of these Regulations, are already constituted and in operation, will have a period of six months to adapt to these regulations. If they fail to do so within the established period, these associations or clubs shall be considered dissolved.

Notwithstanding the provisions of the preceding paragraph, the documentation referred to in Article 17, paragraph two of this Regulation must be submitted before June 30, 2025.

Sole derogatory provision

Any previous regulation of Universidad San Pablo-CEU on Student Associations and Clubs is hereby repealed, as well as any other provision that opposes these Regulations.

Final disposition

These Regulations shall enter into force on the day following their approval by the Board of Trustees of Universidad San Pablo-CEU.