



## Society Establishment and Setup Guidelines

### Prerequisites for new societies

- I. The purpose of the society that to be established should not already be part of an already existing society.
- II. The society should serve the interests of a significant part of the student population.
- III. The society should be an open organization and should serve a social function.
- IV. The society composition in terms of society members is subject to negotiation and agreement between the new society and the RASA Board.
- V. At least 3 people, who will become the founding board members, should be equally and thoroughly involved in the establishment of the new society.

### Setup

1. Society proposal:  
Include at least the following:
  - Mission Statement: the purpose and profile of the society condensed in one sentence
  - What will this society add to the RASA community?
  - The fulfillment of prerequisites
  - Board structure including task division
  - Society structure
  - Agenda for coming semester including plans and ideas.
  - Budget proposal: an approximate description of the costs of the activities included in the society's plan and the possibilities of raising the necessary funds.
  - Event description of 2 major events and/or description of regular meetings
2. (Oral) presentation of proposal to the RASA board.
3. Decision and feedback given by the RASA-board.  
Optional: revision of the original Society Proposal after feedback from the RASA board.
4. Approval budget by GA.
5. Trial period of 4 weeks.
6. Evaluation of trial period by society board and RASA-board in which the society board and the RASA board will see whether the society has lived up to the expectations and whether a solid member base has been established.
7. Society establishment.

Any other conditions and arrangements required by particular societies are to be discussed with the RASA Board.