

Regulations of Student Academy

Paragraph 1. Aim of the Student Academy

Student Academy of Petre Shotadze Tbilisi Medical Academy is a voluntary student union, which carries out its activities within frames of TMA statutory documents and in accordance to below stated document. Student Academy is established in order to enhance student inclusion within TMA activities, as well as promote student initiatives and establish/maintain close connection with the Academy Alumni.

Paragraph 2. Procedures for setting up Student Academy and it's Committees

- 2.1 Student Academy is established by the student initiative group, upon submission of corresponding application and draft of prospective regulations to the Rector of TMA. The application should describe in details main goals and objectives of the Committee, as well as identify prospective directions of activities and composition of the Committee, including candidate's personal details.
- 2.2 Student initiative group consists of 4 members at least.
- 2.3 After submission, student initiative application together with supporting documents is passed to the Rector of TMA for further review with relevant department(s) and further approval.
- 2.4 Members of each Committee are automatically members of Student Academy.
- 2.5 Decisions of Student Academy are made through majority of votes and are presented to the Rector for further validation.

Paragraph 3. Student Academy Committees

- 3.1 At the moment of establishment, Student Academy includes following Committees:
 - 3.1.1 Committee for Healthcare and Social Activities;
 - 3.1.2 Committee for Education;
 - 3.1.3 Committee for Research;
 - 3.1.4 Committee for Sports and Cultural Activities.
- 3.2 **Main goals of the Committee for Health and Social Activities are:**
 - 3.2.1 Raising student awareness regarding importance of healthcare;
 - 3.2.2 Raising awareness regarding importance of healthcare among different parts of population through implementing range of target-oriented projects;
 - 3.2.3 Providing information to the youth regarding unhealthy behaviours through implementing relevant social activities and campaigns, in order to prevent their further exposure;
- 3.3 **Main goals of the Committee for Education are:**
 - 3.3.1 Raising student awareness and quality of education;
 - 3.3.2 Facilitating development and enhancement of non-formal education;
 - 3.3.3 Promoting and facilitating practical application of obtained theoretical knowledge;
- 3.4 **Main goals of the Committee for Research are:**
 - 3.4.1 Promoting development of scientific-research skills among students;
 - 3.4.2 Facilitating improvement of student research quality in collaboration with TMA Scientific-Research and PhD Department;
- 3.5 **Main goals of the Committee for Sports and Culture:**

- 3.5.1 Promoting healthy lifestyle and organization of student leisure time through planning and participation within relevant projects;
- 3.5.2 Preparing and implementing projects in order to strengthen international relationships among students;
- 3.5.3 Drafting and implementing relevant projects and campaigns against substance abuse and alcoholism, in accordance to international experience and best practices;
- 3.5.4 Identifying various artistic talents among students and promoting their creative activities;
- 3.5.5 Facilitating recognition towards global cultural trends among students..

Paragraph 4. Establishment and dismissal of a Committee

- 4.1 Committee membership is based on the principle of voluntariness, where each active student of TMA possessing relevant goals and operational principles, is eligible to obtain membership.
- 4.2 Committees are established in accordance to the field of interest;
- 4.3 Founder/member of the Committee can be an active student of TMA only.
- 4.4 Applications regarding establishment of new new Committees are submitted to the Student Academy. Application should clearly describe the main goal and objectives of the Committee, as well as prospective activities and personal details (Name, Last Name, ID/Passport Number) of at least 4 members.
- 4.5 Administration of each Committee is ensured by its' members;
- 4.6 Taking into consideration main goals and objectives of a particular Committee, each of them is obliged to carry out at least one activity per month. In case, if a Committee fails to implement relevant activities for two consecutive months, Student Academy takes decision of dismissal.
- 4.7 Name of the Committee is determined under following pattern: "(Name of the Committee) of the Student Academy of Petre Shotadze Tbilisi Medical Academy".

Paragraph 5. Main requirements towards Committee members/founders

The Founder/Member of the Committee is not empowered to join another Committee either as a Member nor establish another Committee. Breach of above stated paragraph will result into termination of membership within 7 calendar days, from the identification of the fact.

Paragraph 6. Committee obligations during project/activity implementation

- 6.1 Activities of each Committee are carried out in accordance to their specific profile and main goals/objectives. Each implemented activity must include Petre Shotadze Tbilisi Medical Academy and should involve active participation of each Committee member. In case, if invitation of an external party or Alumni is necessary for implementation of the activity, submitted application/project description should include count and personal information of invited parties.
- 6.2 The Committees are empowered to carry out joint projects and activities.
- 6.3 The Committees are obliged to disseminate information among students of TMA regarding prospective projects and/or activities.
- 6.4 Within 3 calendar days after completion of each project/activity, the Committee should submit a written report to the Rector of Petre Shotadze Tbilisi Medical Academy, together with supporting photo and/or video material.
- 6.5 In case, if necessary, upon request of the Committee(s), Rector of TMA may authorize presence of external parties at the territory of TMA, as well as grant access to relevant resources.

6.6 The Committees are obliged to consider in advance project needs and ensure mobilization of corresponding resources prior implementation of the project/activity. After completion of the project, the Committees are responsible for providing TMA administration with detailed and transparent account of utilized resources

Paragraph 7. Sanctions

- 7.1 In the event of breach of above stated regulations by the Committee members, including inappropriate expenditure of resources, allocated by TMA, intentional inclusion of false information within documentation will result into imposition of corresponding sanctions.
- 7.2 Among sanctions may be used following measures:
- 7.2.1 Warning;
 - 7.2.2 Suspension of the right to carry out activities for one to three months;
 - 7.2.3 Termination of membership.
- 7.3 In case, if a sanction is applied to the member of the Committee in accordance to above stated Paragraph, Committee member is not empowered to establish and/or join another Committee during the period of sanction.

Paragraph 8. Main functions of Student Academy

- 8.1 Within frames of it's authorities, Student Academy excercises following functions:
- 8.1.1 Facilitating organized, efficient and productive work of Student Academy;
 - 8.1.2 Disseminating information regarding activities/projects of Student Academy in a timely and efficient manner;
 - 8.1.3 Coordinating submission of Committee reports and their reflection to the official website;
 - 8.1.4 Organizing periodical meetings with the students, in order to disseminate information among students regarding activities, implemented by the Committees and enhance student motivation;
 - 8.1.5 Providing guidance and consulting new Committees;
 - 8.1.6 Updating information in a continuous manner on TMA official website regarding implemented, as well as prospective activities of Student Academy in cooperation with TMA IT Department.
- 8.2 Funding sources of Student Academy includes budget of TMA, as well as voluntary donations, properties, conveyed by third party(ies), (management of which is carried out through agreement with TMA administration) and other incomes, permitted by the Acting Legislation of Georgia.
- 8.3 Student Academy carries out its activities in accordance to above stated regulations. Decisions and resolutions, exercised by the Student Academy are introduced to the Rector of Petre Shotadze Tbilisi Medical Academy for further validation and approval.