



СӘТБАЕВ  
УНИВЕРСИТЕТІ

NON-PROFIT JOINT STOCK COMPANY  
"KAZAKH NATIONAL RESEARCH TECHNICAL UNIVERSITY  
NAMED AFTER K.I.SATPAYEV".

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## REGULATION

on student self-governance  
at KazNRTU

**II 029 - 05-19.08.01-2024**

Almaty 2024

**PREDICTION**

**1 DEVELOPED** by the Department of Youth and Sports of NJSC "KazNRTU named after K.I. Satpayev"

Head of the Department  
of Youth and Sports  
«\_\_» \_\_\_\_\_ 2024

  
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**3 APPROVED** by the Decision of the Board of NJSC "KazNRTU named after K.I. Satpayev» «01» 03 \_\_\_\_\_ 2024 № 3

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## 1 Main purpose

1.1 The Regulations on Student Self-Governance (hereinafter - the Regulations) defines the procedure for the functioning of student associations in Non-Profit Joint Stock Company "Kazakh National Research University named after K.I.Satpayev" (hereinafter - KazNRTU).

1.2 Student self-governance is a form of organisation of independent social activity of students to implement the functions of university management, which is determined by them and carried out in accordance with the goals and objectives facing student collectives.

1.3 Goals and objectives of student self-governance:

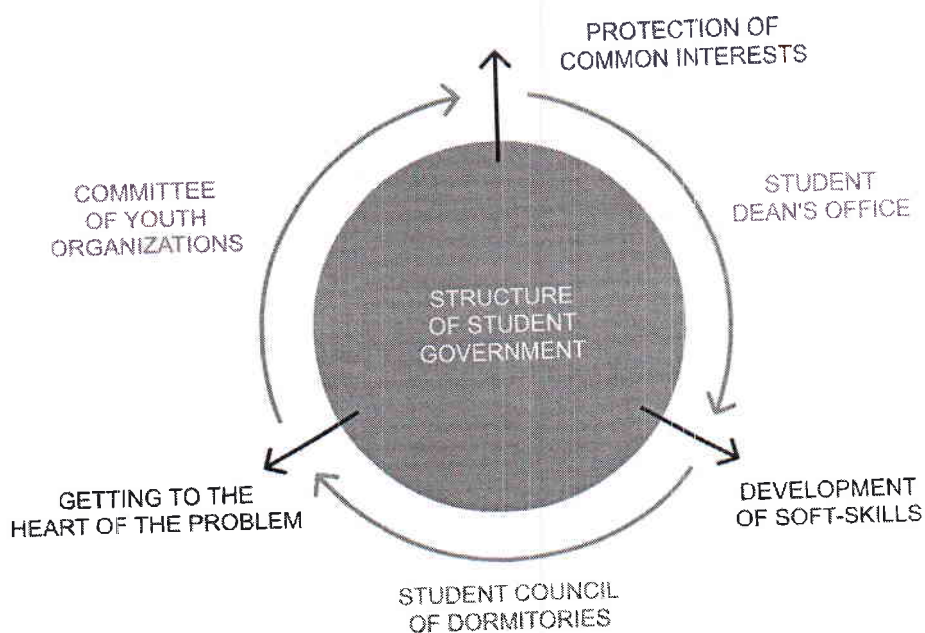
- realisation of the rights of students to participate in the management of the educational process, to solve important issues of student life;
- development of students' social activity, support and implementation of social initiatives.
- Assistance in the formation of students' self-management skills;
- realisation of socially significant youth initiatives;
- preservation and development of corporate traditions of the university.

## 2 NORMATIVE BASES OF OPERATIONS

- Constitution of RK from 30.08.1995;
- Law of the RK "On Education" from 27.07.2007, No. 319-III;
- Law of the RK "On Combating Corruption" dated 18.11.2015, No. 410-V;
- Law of the RK "On Religious Activity and Religious Associations" from 11.10.2011, № 483 - IV;
- Law of the Republic of Kazakhstan "On State Youth Policy of the Republic of Kazakhstan" from 09.02.2015 № 285-V;
- Anti-corruption standard to ensure openness and transparency in organisations of higher and (or) postgraduate education, approved by the Order of the MES RK from 4.05.2020;
- Charter of NJSC "Kazakh National Research Technical University named after K.I.Satpayev", approved by the order of the Minister of Education and Science of the Republic of Kazakhstan;
- ISO 9000 series IS;
- NJSC "KazNRTU named after K.I.Satpayev" Quality Manual;
- International regulatory documents;
- Orders and instructions of the University management;

- These Regulations.

### 3 Structure of student self-governance



**The student self-governance structure includes student organisations:**

- 1) Student Dean's Office;
- 2) Dormitory Student Council;
- 3) Committee of Youth Organisations

### 4 Procedure for the implementation of student self-governance activities at the University

#### 4.1 Student Dean's Office

4.1.1 The Dean of Students is the supreme body of student and youth self-governance of the University. Regular elections of the Dean of Students are held once a year in the first semester for a term of one academic year

4.1.2 The same person may not be elected Dean of Students more than two consecutive times.

4.1.3 The election procedure shall be conducted in 3 stages:  
Registration - campaign period - elections.

4.1.4 Registration is held annually from 1 to 15 September this year.

A student must have more than 30 votes (likes) to register.

4.1.5 The election campaign starts annually from 16 to 30 September of the current year.

Election campaigning is underway:

- via social media;
- via the learning portal.

Under force majeure circumstances (epidemics, pandemics, emergencies), the Procedure for the Election of the Dean of Students may establish other criteria and other deadlines.

4.1.6 The student dean's office is composed of: 1 university dean, 7 deans of institutes.

4.1.7 Functions of the Student Dean's Office:

- representation of legitimate interests (leisure, free or favourable accommodation in the hostel, discounts on tuition, etc.) of students at the Academic Council of the University;
- participation in the formation of the university budget;
- University Dean of Students - Chairman of the Commission for the settlement of students in dormitories;
- participation in meetings with representatives of accreditation commissions, development of educational programmes;
- conducting outreach on the principles of academic integrity;
- co-operation with the Department of Social Work in providing discounts and grants;

4.2 Student Council of Dormitories

4.2.1 The Student Council is a self-governing body for solving the issues of life and living of students in the dormitories. Regular elections of the Student Council are held once a year in the first semester, after move-in, for a period of one academic year,

4.2.2 The same person may not be elected more than two consecutive times by the Student Council.

The election procedure is conducted in 3 stages:

Registration - campaign period - elections.

4.2.4 Registration takes place at the beginning of each academic year.

To register a student must get more than 10 votes (likes).

4.2.5 Election campaigning is carried out:

- through social media;
- through the learning portal.

4.2.6 The Chairman of the Student Council is elected for one year; he/she is a student living in the dormitory, with high academic performance, with leadership and organisational skills, with authority among students.

4.2.7 The Student Council consists of: the chairman, those responsible for the cultural and sports sector, the chairmen of the women's and men's councils of the dormitories and the heads of the floors.

4.2.8 The election of the floor leader is carried out from among the students living in the dormitory at the general meeting of the floor residents.

4.2.9. In an online vote of the residents of the dormitory, a chairperson is chosen from among the candidates, and responsibilities are distributed among the members of the Student Council.

4.2.10 Functions of the Student Council of dormitories:

- Assistance in improving the living conditions and leisure time of students;
- organising leisure activities for students living in dormitories;
- promoting effective social adaptation and inclusion of students living in the hostel in various spheres of hostel life;
- participation in the process of settlement, eviction of students, participation in the movement of students from one room to another within the hostel;
- co-ordinating the activities of floor superintendents and sector supervisors.

4.3 Committee of Youth Organisations

4.3.1 The Committee of Youth Organisations (hereinafter - CYO) is an association of student organisations aimed at the implementation of socially significant youth initiatives (social, cultural, mass sports, etc.).

4.3.2 The CYO Council includes leaders of student organisations of the University.

4.3.3 Functions of the CYO:

- Involvement of students in the active student life of the university;
- organising and conducting student events of various directions (social, cultural, mass sports, etc.);
- active assistance in career guidance activities of the university;
- Organisation and participation in charity events of the university, city, republic;
- formation of a positive image of the university;
- interaction with youth organisations of city, republican and international scale.

4.3.4 At the beginning of the next academic year, each student organisation must submit the following documents to the Department of Youth and Sports in order to carry out its activities at the University:

- work plan for a period of at least six months;
- list composition of the organisation (full name, institute, course);

- budget of the planned activities of the organisation (purpose of activities, detailed description of expenses);
- a report on the work done.

### **5 Interaction with other units of the university**

Student self-governance co-operates with all structural subdivisions of the University on the issues of ensuring its activities with the methodological support of the Department of Youth and Sports.

### **6 Rights and Responsibilities of Members of Student Self-Governance**

6.1 Members of student associations of the University have the right:

- to develop and implement programmes and projects within the framework of student association activities;
- to make proposals on the organisational work of the student association;
- moral and/or material encouragement for the work performed by the student association in full and the high results obtained.

6.2 Members of all student associations are responsible:

- for fulfilment of the requirements specified in these Regulations;
- for offences committed in the course of their activities - within the limits defined by the current legislation of the Republic of Kazakhstan;
- for causing material damage - within the limits defined by the current legislation of the Republic of Kazakhstan.



### List of changes

Order number changes	Section in document	Type of change (replace, cancel, add)	Number and date notice	Change made	
				Date	Surnames and initials, signature, position

Approved by KazNRTU Board's decision dated «01» 03 2024. # 2