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| **Annual Associate Membership - SU Application Form** |

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| The purpose of appointing an Associate Member is to recruit an external individual with specialist skills/expertise that are required and cannot be recruited from within the student community.  Any Student Group may appoint an Associate Member to their group subject to the approval of an SU Officer. An associate membership is valid for 1 academic year only. Where a group would like to invite an associate member to join for a longer amount of time, a new application form must be completed each academic year. Approval is not guaranteed for those previously approved.  Any Student Group may remove an Associate Member subject to the approval of an SU Officer.  Approval will be conditional on the application demonstrating that the Associate Member:   * will bring specialist skills/expertise to the Student Group that are required and cannot be recruited from within the student community; * will share their specialist skills/expertise to upskill the Student Group’s members; * will not displace a current student from engaging in the group’s activities. * has no prior history of a disciplinary with either the University or The SU.   An Associate Member will not be eligible to:   * be paid for any services they provide to the Student Group; * be elected or appointed to a student group committee; * vote in any referendum or SU election; * compete in any competition representing the University or The SU; * authorise payments on behalf of a student group; * claim expenses in relation to student group activity.   An Associate Member will not be required to pay group membership.  A Student Group also cannot receive funds in exchange for an associate membership.  A groups’ associate membership cannot exceed 10% of the total groups’ membership.  Associate members should be made aware that they are only covered under The SU public liability insurance provided that this form has been completed and they have received written authorisation of its approval from an SU Officer. |

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| **Associate Member Details** | |
| Name: |  |
| Date of birth: |  |
| Email address: |  |
| Telephone number: |  |
| Student Group: |  |

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| **Associate Member History** | **Yes/No** |
| Is the Associate Member Bath University alumni? |  |
| *If yes, please provide previous student number:* |  |
| Is the Associate Member a current Bath University staff member? |  |
| *If yes, please provide username:* |  |
| Does the Associate Member have any prior history of a disciplinary with the University? |  |
| Does the Associate Member have any prior history of a disciplinary with The SU? |  |

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| **What specialist skills/expertise will the Associate Member bring that cannot be recruited from within the student community?** *(Max of 250 words)* |
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| **How will the Associate Member share their skills/expertise to upskill the group’s student members? (e.g. training, mentoring)** *(Max of 250 words)* |
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| **Which sporting, recreational and social activities will the Associate Member be permitted to engage in with the student group?** | **Yes/No** |
| Practice, training and rehearsals |  |
| Attending group run events |  |
| Attending group run socials |  |
| Attending UK and overseas trips |  |
| None |  |
| Other |  |
| *If other, please provide details here:* | |

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| **GDPR**  The above information will be kept and used by The SU to:   * check whether a person is eligible to be an associate member; * contact them in the event that The SU needs to speak to them.   This personal data will be stored securely and disposed of a year after the person ceases being an associate member. Where an associate member has their membership revoked, the full name and reason for revoking the membership will be recorded for 10 years or until the student group ceases to exist, whichever comes first. |

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| **Expected behaviours** |
| When acting in the capacity of associate member, persons are required to maintain appropriate levels of behaviour and not [impede the values of the SU.](https://www.thesubath.com/about/)  **The SU is student-led**  Associate members bring valuable knowledge and experience which can be incredibly helpful to groups and their committees when they need guidance or ideas. It is important that whilst an associate member may have experience about a matter, all decisions are ultimately made by the student group and their committee.  **Respecting Boundaries**  As the academic year changes, naturally so does the membership of a student group. This can mean that behaviours that were accepted in previous years may no longer be accepted (such as associate members attending socials). Remember to be mindful of any new rules student groups may implement regarding conduct.  **Disruption and Harassment**  It is understood that most associate members are such because they value and respect the work of the SU and the student members. In the unlikely case an associate member attempts to harass, disrupt, bully or otherwise negatively impact a student group, student members or SU staff, the SU reserves the right to remove associate membership without notice.  If an associate member believes they have been harassed or discriminated against, please refer to the section ‘reporting concerns’.  **Reporting concerns**  If there is any behaviour that may be deemed dangerous or considered misconduct ([as defined by the University’s Disciplinary regulations for students)](https://www.bath.ac.uk/publications/regulations-for-students-2024-25/attachments/regulations-for-students-2024-25-7-disciplinary-regulations-for-students.pdf) associate members in the first instance should inform the student group committee of the concerns.  If concerns persist, please contact the SU on su-cda@bath.ac.uk including any available evidence. This inbox is monitored by SU staff for matters relating to complaints and disciplinaries and will be able to advise on appropriate next steps. |

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| **Associate member declaration** *(This declaration must be signed by the Associate Member)*  I declare that:   * I have given consent for the information supplied about me in this application to be shared with The SU and that this is correct; * I will abide with all SU policies and the terms set out above within this form when acting in my role as an Associate Member; * I accept that The SU may withdraw my Associate Membership at any time if deemed necessary and appropriate.   Signed:  Date: |

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| **Committee member declaration**  I declare that:   * the committee have agreed to the appointment of this associate member as they have agreed that they will bring skills and expertise that the student group currently does not have. * the committee accept they are responsible for reporting breaches of the terms set out in this document. * the committee accept that The SU may withdraw this Associate Membership at any time if deemed necessary and appropriate.   Name:  Committee position:  Signed:  Date: |

Please send this completed form and declaration to your SU area staff (e.g. Societies, Sport, Media, Arts). The SU Officer for your area will review the application with staff before writing back to confirm whether the application has been successful.