

Point form (A-pot) for study associations (05/2024)

Disclaimer:

- It is not allowed to award yourself more points than the maximum number of points that is indicated in a certain category.
- Every activity can only be awarded once (so not repeated in multiple categories).
- In the column 'examples ', approved activities have been added for each component as an example. This is not a definitive answer, just an example. Other activities are still possible.
- All promotion-related activities for both internal and external events, groups and committees are to be counted together as one, for which only 5 points can be awarded in total; e.g. promotion for Career Services and Pop Corner cannot be counted as to separate activities.
- When a series of similar (low effort) events is hosted, e.g. a series of Study Sessions, they are to be counted as one series, and awarded the 10 points once; events in a series cannot be awarded points separately.
- No points are granted for attending University wide events where your attendance is already expected, e.g. Opening of the Academic Year, Dies Natalis, and the 'reverse' Constitutional Reception of the Executive Board
- Activities submitted in the 'Special Efforts' category must be exemplary, new, and a substantial effort; repeated events are not considered, all events must be completely new to the association

Please mind:

- State for each activity (lecture/symposium/trip/party, etc.) the name of the activity, the date and times, the number of participants of the activity and an explanation of the activity.
- The maximum number of points (excluding member administration) is 1700 points.

General

Activity	Maximum number points	Explanation	Examples
Member administration	N/a	<p>5 points per 50 new members. A correct division is:</p> <p><i>0 - 49 new members = 5 points</i> <i>50 - 99 new members = 10 points</i> <i>100 - 149 new members = 15 points</i> <i>150 - 199 new members = 20 points</i> <i>200 - 249 new members = 25 points</i> <i>250 - 299 new members = 30 points</i></p>	

Study support (max. 330 points)

Activity	Maximum number points	Explanation	Examples
Study book sales (in person) - if the association <i>itself</i> handles the logistics of the book sales, such as shipping or in person pick-up	30	15 points per book sale (e.g. sales per block, per semester or per year)	<ul style="list-style-type: none"> • Book market (study books only) NO POINTS GRANTED FOR <ul style="list-style-type: none"> • Selling (printed) summaries • Second-hand books • Literature or magazines
Study bookdeal (online) - if the association has only arranged a deal, but is not involved in the distribution, shipping, or other logistics	80	20 points per online book sale (e.g. sales per block, per semester or per year)	
Study supplies sales (in person) - if the association <i>itself</i> arranges the logistics of the study supplies sales	20	5 points per book sale (e.g. sales per block, per semester or per year)	<ul style="list-style-type: none"> • Study supplies are items required for specific parts of the curriculum, e.g. lab coats or field work supplies NO POINTS GRANTED FOR

			<ul style="list-style-type: none"> • Exams training • Sale of abstracts or summaries.
Study supplies deal (online) - <i>if the association has only arranged a deal, but is not involved in the distribution, shipping, or other logistics</i>	10	5 points per book sale (e.g. sales per block, per semester or per year)	
Quality assurance	150	<p>5 points per study programme that your association accepts members from</p> <p>5 points for frequent written contact per body (Faculty or Student council, Programme Committee, Programme Board, Student Ambassador, Student Coordinator, Mentors or Wellbeing Coordinator).</p> <p>10 points for frequent (in-person) attendance per body (Faculty or Student council, Programme committee, Programme Board, Student Coordinator or Mentors)</p>	<ul style="list-style-type: none"> • Attending an OLC/FR meeting on behalf of the study association • Presence at GROVER/KLEVER • Participation in accreditation process (such as midterms) • Participation in work and/or sounding board groups to improve the quality of education • Participation in panel discussions • Participating in StOP activities <p>NO POINTS GRANTED FOR</p> <ul style="list-style-type: none"> • Mail contact with assessor or Board of Governors / Adviceboard • Attending VerO's and/or JSVO • Attending StOP general assemblies • (Mail) contact with alumni / sister association unless specifically relevant for quality assurance

Other	40	Please explain which relevant activities may be eligible, with a maximum of 5 points per activity.	<ul style="list-style-type: none"> • Organization of internship information activities • Participation in education award jury • Promotion of faculty (educational) initiatives • Attending / hosting skills training(s) <p>NO POINTS GRANTED FOR</p> <ul style="list-style-type: none"> • Exams training • Sale of abstracts or summaries.
--------------	----	--	---

Study-related activities (max. 660 points)

<i>Activity</i>	<i>Maximum number points</i>	<i>Explanation</i>	<i>Examples</i>
Magazine	60	<p>10 points per magazine published (digital or hardcopy)</p> <p>If more than 6 magazine editions have been published, 5 points can be awarded per additional magazine edition under 'Other'.</p>	
Lecture/panel discussion	120	<p>5 points per lecture/workshop</p> <p>10 points per panel discussion</p>	<ul style="list-style-type: none"> • Lecture on Selective Mutism • Leidsch debat
Symposium/conference (<i>Activities with multiple lectures and networking opportunities</i>)	90	<p>15 points: half day</p> <p>30 points: one day</p> <p>45 points: several days</p>	<ul style="list-style-type: none"> • Significantly contributing to the organisation and/or logistics of a congres/symposium hosted by another organisation/committee, can be granted with 30 points (max)

Study-related excursions	100	<p>5 points per excursion (only arranged the visit itself)</p> <p>10 points per excursion (arranged the visit and involved in substantial preparation content-wise)</p>	<ul style="list-style-type: none"> • Visit an army base or prison for a criminology student • Visit a museum with a relevant exhibition • Visit a specific nature reserve for a biology student
Study-related trip	180	<p>30 points: weekend (at least two substantive activities)</p> <p>60 points: midweek (at least four substantive activities)</p> <p>90 points: week or more (at least six substantive activities)</p> <p>A substantive activity is related to the relevant study.</p>	<ul style="list-style-type: none"> • Visit an university • Visit a company or organization • Visit a historical museum related to the course of study • Trips which are cancelled at the last minute can still be awarded points based on the amount of preparation and effort
Cooperation with other (study) associations	60	<p><i>Small cooperation</i></p> <p>10 points per academic activity in cooperation with 1-3 other (study) associations, if not otherwise remunerated</p> <p><i>Large cooperation</i></p> <p>15 points per academic activity in cooperation with 4 or more (study) associations, if not otherwise remunerated</p>	<ul style="list-style-type: none"> • Interfaculty conferences • Interuniversity partnerships
Other	50	Please explain which relevant activities may be eligible, with a maximum of 5 points per activity.	<ul style="list-style-type: none"> • Contributing to a Masterguide / Information guide / Bachelor or Master newsletter <p>NO POINTS GRANTED FOR</p> <ul style="list-style-type: none"> • General Assembly

Bonding (max. 590 points)

<i>Activity</i>	<i>Maximum number points</i>	<i>Explanation</i>	<i>Examples</i>
Introduction weeks (EL CID/HOP/OWL)	30	10 points per contribution to the faculty morning 5 points per other contribution	
Promotion activities for the university or study programme	20	5 points per activity, if not otherwise remunerated	<ul style="list-style-type: none"> • Promotion for the study program during an open day, experience days or information market
Promotion activities for the study association	20	5 points per activity, if not otherwise remunerated	<ul style="list-style-type: none"> • Promotion for the study association during an open day, experience days or information market
Website and social media	30	10 points: association website 20 points: social media	
Newsletter	60	5 points per sent newsletter	
Almanac	20	20 points for an almanac (hardcopy or digital)	
Introduction activities	60	5 points: introduction activity, half-day 10 points: introduction day 30 points: introduction weekend	
Student-teacher activities	15	5 points per activity	

Activities with/for alumni	30	5 points per activity	NO POINTS GRANTED FOR <ul style="list-style-type: none"> Regular activities that are also 'open' for alumni
Family day	15	5 points: half-day 10 points: full day	
Parties/gala's	30	5 points per party/gala	
Drinks	30	5 points per 2 drinks	
Recreational trip	120	20 points: weekend (2-3 overnight stays) 40 points: midweek (4-5 overnight stays) 60 points: week of more (6+ overnight stays)	<ul style="list-style-type: none"> Trips which are cancelled at the last minute can still be awarded points based on the amount of preparation and effort
Cooperation with other (study) associations	30	<i>Small cooperation</i> 5 points per social activity in cooperation with 1-3 other (study) associations, if not otherwise remunerated <i>Large cooperation</i> 10 points per social activity in cooperation with 4 or more (study) associations, if not otherwise remunerated	<ul style="list-style-type: none"> Party Borrel Sport events Festival etc.
Other	80	Please explain which relevant activities may be eligible, with a maximum of 5 points per activity.	NO POINTS GRANTED FOR <ul style="list-style-type: none"> General Assembly

Special Efforts (max. 120 points)

Activity	Maximum number points	Explanation	Examples
<p>Activities for students related to the following core values, which stem from the Educational Vision and the University Strategic Plan:</p> <ul style="list-style-type: none"> • Student wellbeing; • Diversity & Inclusion; • Internationalisation; • Job market Orientation; • Sustainability; • Involvement in society. 	120	Please explain which relevant activities may be eligible, with a maximum of 5 points per activity.	<p>Student wellbeing;</p> <ul style="list-style-type: none"> • Confidential contact person (newly) appointed • Collaboration with Caring Universities <p>Diversity & Inclusion;</p> <ul style="list-style-type: none"> • Purple Friday activity • Attending the D&I Symposium <p>Internationalization;</p> <ul style="list-style-type: none"> • International Dinner • Making the website, social media, and/or newsletter bilingual <p>Labor market orientation;</p> <ul style="list-style-type: none"> • Collaborative event/activity with (commercial) companies • Networking event • Board Training (Leadership) <p>Sustainability;</p> <ul style="list-style-type: none"> • Attend a sustainability symposium • LUGO sustainability training • Contributed to sustainability initiatives at the faculty

			<ul style="list-style-type: none">• Clothing swap Community involvement. <ul style="list-style-type: none">• Volunteer Day• Bake sale for charity• First Aid training
--	--	--	--