

# **Policy on Students who are on Work Placement, Study Abroad and Erasmus in relation to Committee Roles**



**Date:** 20 January 2025

**Purpose:**

Work Placement/Erasmus/Study Abroad are an important part of a number of our academic programmes which benefits our students. In order to ensure the effective functioning of clubs and societies at Maynooth University clear guidelines are required for students who are on Work Placement/Erasmus/Study Abroad and wish to serve on committees.

**Scope:**

This policy applies to all students of Maynooth University who are members of clubs and societies and are also undertaking Work Placements/Erasmus/Study abroad.

**Policy Statement:****1. Full Academic Year Placement/Erasmus/Study Abroad:**

- Students who are on a Work Placement/Erasmus/Study Abroad for a full academic year are **not eligible** to hold central committee roles such as President, Secretary, or Treasurer.
- These students may take up other roles within the committee that do not require as much time commitment and presence.

**2. Six-Month Placement:**

- Students on a six-month work placement are **strongly encouraged** to avoid taking up central committee roles.
- If a student on a six-month placement chooses to take up a central committee role, they must **share the role** with another committee member or an assistant to that role is co-opted in order to ensure continuity and effective management of the committee's responsibilities.

**Implementation:**

- This policy will be communicated to all clubs and societies at the beginning of each academic year and at the end of the academic year in advance of clubs and societies elections for the next years committees.
- The Clubs and Societies Office will monitor compliance with this policy and provide support to committees in implementing these guidelines.

**Review:**

- This policy will be reviewed regularly to ensure it meets the needs of the students and the effective functioning of clubs and societies.