



APPLICATION
to form an EOS Student Club

CONTACT:
Julia Dalichow
 Committee & Event Manager
 Phone: +49-511-2788-155
 Fax: +49-511-2788-119
 E-Mail: studentclubs@myeos.org

Please make sure that your application includes:

- 10 founding members
- constitution signed by the founding chair and academic mentor
- member applications and payment for any non-members are added to this application

Thank you for applying! The notifications will be send in early May 2012.

EOS STUDENT CLUB NAME	TYPE OF STUDENT CLUB
	<input type="checkbox"/> TOPICAL * _____ (specify topic)
	<input type="checkbox"/> REGIONAL ** _____ (specify region)
* For EOS student members working in a particular scientific field (e.g. imaging, diffractive optics, biophotonics, nanophotonics...).	
** For EOS student members from a particular region (city, province, federal state, country).	

ACADEMIC MENTOR (The academic mentor must be a senior researcher from an academic institution, that is a university, research institute or laboratory. Also, the academic mentor must be an EOS Member)	
Name and academic institution	Date
	Signature:
Kind of EOS-membership <input type="checkbox"/> I (Individual) <input type="checkbox"/> IB (Individual through Branch) <input type="checkbox"/> A (Associate) <input type="checkbox"/> AU (Associate with Upgrade) <input type="checkbox"/> C (Corporate Member)	Postal address
E-Mail	
Phone	

POTENTIAL INDUSTRIAL SPONSORS	
If possible please name two industrial companies who might be interested in supporting and working with your Student Club. In case of a positive decision about this application, the EOS Office will get in touch with the companies to inform them about the EOS Student Programme in general and the benefits for companies.	
Company and contact person	Postal address, e-mail, phone
Company and contact person	Postal address, e-mail, phone

STUDENT CLUB BOARD**CLUB CHAIR (AND PRIMARY CONTACT)**

Name	Postal address
E-Mail	
Phone	

EOS membership status

already an EOS Student Member *

EOS Membership Form is added to this application / Student Membership purchased through EOS online shop *

* member of an EOS Branch or Affiliated Society, too? Please tick off below.

EOS Branches:

DGaO, Germany SFO, France SIOF, Italy
 SOS, Sweden SSOM, Switzerland HOS, Hungary
 LAS, Russia LOS, Latvia USPAO, Ukraine
 IOP Optical Group, UK & Ireland

EOS Affiliated Societies:

NPS-OD, Norway FOS, Finland ROS, Russia
 PPS-OD, Poland CBO-BCO, Belgium DOPS, Denmark
 DOQE-RPS, Romania SEDOPTICA, Spain SPOF, Portugal
 CSSF, Czech and Slovak Republic

CO-CHAIR

Name	Postal address
E-Mail	
Phone	

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TREASURER

Name	Postal address
E-Mail	
Phone	

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WEBMASTER

Name	Postal address
E-Mail	
Phone	

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OTHER MEMBERS

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OTHER MEMBERS**9**

Name	Postal address
E-Mail	
Phone	

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CONSTITUTION

Article I - STUDENT CLUB NAME

The name of the club shall be EOS _____ Student Club.

Article II - PURPOSE

The purpose of the EOS Student Club shall be to promote the discipline of optical science and optical engineering among and in addition to the academic institutes, to support students in continuing their study in optics and photonics and start a successful career, and to establish interaction between students, senior researchers and representatives from industry.

Article III - MEMBERSHIP

- III.1 The EOS Student Club shall be open to any EOS Student Member with an interest in optical science and engineering.
- III.2 All EOS Student Members can join one regional and one topical club.

Article IV – FOUNDING CONDITIONS

- IV.1 Every student member of the EOS has the right to initiate the foundation of a regional or topical EOS Student Club. Applications must be submitted between 1 January and 31 March of each year.
- IV.2 At least 10 Student Club founding members are required.
- IV.3 The founding members must submit an application to the EOS Student Programme Coordinator incl. the information of focus (regional or topical), names and affiliations of the founding members, proposal for the Academic Mentor, and if possible a list of potentially interested sponsors.
- IV.4 The EOS Executive Committee and the Student Programme Coordinator decide about the applications. Notifications about acceptance or rejection are sent out on 15 April of each year.
- IV.5 The EOS Student Club may exist for an indefinite time except that for a period of 12 months it has less than 8 members, no academic mentor, no activity, violates the general rules of the EOS Student Programme or counteracts the overall goals and policies of the society. In that case the EOS Executive Committee can decide to put on probation or close the Student Club at a three months notice to the Club Board.

Article V – STUDENT CLUB BOARD

- V.1 The **Student Club Chair** cooperates closely with the academic mentor and sponsor(s), acts as contact person for external inquiries, presides the club meetings, represents the club at the Annual EOS Student Clubs Meeting, and ensures that the club's activities are line with the general goals and policies of the EOS.
- V.2 The **Student Club Co-chair** supports the Club Chair and presides meetings in the absence of the Chair.
- V.3 The **Treasurer** prepares grant applications, controls expenses and submits financial reports to the EOS Student Programme Coordinator.
- V.4 The **Webmaster** is responsible for keeping the Club website up-to-date, managing the subscriptions, technical support for the club members and cooperates with the myeos.org-webmaster in terms of maintenance, trouble-shooting and further development.

Article VI – STUDENT CLUB BOARD ELECTIONS

- VI.1 The EOS Student Club Board is elected for a one-year term. Every Club Board Member can be re-elected for two additional terms.
- VI.2 Every EOS Student Club Member is elective. **But no student shall be elected if graduating within the board term. (?)**
- VI.3 The election of the board for the following year shall not be held later than end of each year.
- VI.4 Nominations can be submitted by all EOS Student Club Members six weeks before the election. Nominations close 2 weeks before the start of the election.
- VI.5 All EOS Student Club Members have full voting rights and one vote for each position on the Club Board.

- VI.6 A board member needs simple majority of votes to be elected.
- VI.7 The elections must be carried out by a secret ballot, either at a physical meeting or electronically. If carried out electronically the elections are open for four weeks. The correctness of the election procedure is assured by an election officer and deputy election officer.
- VI.8 The elected board is taking office immediately after the election.

Article VII – RESPONSIBILITIES

- VII.1 The EOS Student Club Board, Academic Mentor and Sponsor(s) meet at least once per year (physically or by tele-/web conference). The minutes shall be made available to the Student Programme Coordinator.
- VII.2 Each Student Club reports to EOS once a year. The report includes information about the Club Members (names, affiliation, countries, member since), Club Board (chair, co-chair, treasurer and webmaster), activities of the current year, activities plan of the following year, financial statement, and recommendations for improving the EOS Student Programme. A summary of the report shall be presented at the Annual EOS Student Clubs Meeting alongside the EOS Annual General Meeting.

Date

Signature of Chair

Signature of Academic Mentor