

Draw Protocol of STUdance

Secretary



Drawn up by:

Draw Committee 2018

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Advisory Board 2017-2018

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Board 2017-2018

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1. Introduction

This protocol was drawn up by the Draw Committee 2018, the Advisory Board 2017-2018 and the board 2017-2018. The Draw Committee, consisting of five generations of secretaries, is an ad hoc committee that was created to take a new look at the current placement system of STUdance and to support the secretary. The secretary takes care of the members and membership affairs, serving as their point of contact. The coming into effect of this protocol means that the draw will take place according to the guidelines described below. The secretary guarantees this protocol and ensures that it is complied with.

2. Registration and Membership

Guidelines regarding registration and membership at STUdance are described in the Internal Regulations of STUdance.

3. Placement and Draw

3.1. Order

Registrations for placement in dance classes are done by means of a draw, if there are more registrations than places. The draw proceeds in the following order: (Candidate) Board members, Dance And Move Now-members, members - followed recommendation, members falling outside recommendations, non-dancing members, new members who were not selected in the previous year's draw, new non-female members, new female members, semi-annual membership: student, gap year members, semi-annual membership: gap year, non-studying members and semi-annual membership: non-student.

The starting point of the draw is that everyone is placed as much as possible according to their preference. The preference can be indicated on the registration form.

3.2. Explanation

Explanation of the different draw groups:

- (Candidate) Board members: (Candidate) Board members are given priority placement in a dance group to promote the visibility and presence of the candidate board and to thank the current board for their efforts. A limit of two candidate board members and two current board members per dance group is being sought. If this limit is exceeded, the following points must be considered in consultation with the RvA: a) distribution in the dance groups and the days present at Olympos, b) following the lesson recommendation.
- Dance And Move Now members: D.A.M.N. members will be given priority in the draw, because they are required to follow a regular lesson at STUdance in accordance with the D.A.M.N. policy.
- Members - recommendation followed: Current members will receive a recommendation from the relevant teacher at the end of the dance season. If they re-register and follow the recommendation of the teacher, the members will be placed in the relevant group with priority. This promotes the quality of the dance lessons and the group bond. Exceptions to this draw group:
 - Members of the Mix class, if they do not receive lessons from one teacher the entire year. If there is one permanent teacher for the Mix class who teaches the entire year, the members of the Mix class will also receive a recommendation. The members of the Mix class can indicate to the teacher themselves in which style they want to receive a recommendation.
 - Members who join through ChoreoLab and have not attended regular classes, because they have not had lessons from a qualified dance teacher.

- Members of the demo team, because admission to the demo team takes place through an audition.
- Members - falling outside recommendations: Current members who do not register according to the recommendation are placed next. In addition, members who have joined ChoreoLab (who have not followed regular lessons) also fall under this category.
- Non-dancing members: These are STUdance members who entered into an agreement with STUdance the previous year as a non-dancing member, which means that they did not participate in a dance class. If they are still a student the following year, they can re-register for a dance class.
- New members who were not selected in the previous year's draw: These are new members who were still on the waiting list at the end of the previous season, and who were not drawn in the draw of last season. These members will be given priority over other non-members as long as they are still studying.
- New non-female members: For a good dynamic in the association, the influx of (more) non-female members is important. New non-female members, therefore, have a priority in the draw compared to new female members.
- New female members: New female members are female students who are not yet members of STUdance and have registered via the registration form.
- Semi-annual membership: I am a student and already a member of STUdance, I follow my recommendation.
- Semi-annual membership: I am a student and already a member of STUdance, I do not follow my recommendation.
- Semi-annual membership: I am a student and not yet a member of STUdance.
- Gap year members: These are current members or potential members of STUdance, but decide to take a gap year in their studies next year. As a result, they are not registered at an educational institution, but still get a chance to be placed in a dance group.
- Semi-annual membership: I am taking a gap year and am already a member of STUdance, I will follow my recommendation.
- Semi-annual membership: I am taking a gap year and am already a member of STUdance, I am not following my recommendation.
- Semi-annual membership: I am taking a gap year and am not yet a member of STUdance.
- Non-studying members: These are current members or potential members of STUdance who have graduated. They may remain members for one more year.
- Semi-annual membership: non-studying.

4. Guidelines

4.1. Recommendation

Halfway through and at the end of the dance season, the teacher in question assesses the member in the current dance class and gives a recommendation for the next dance season. The recommendation is a recommendation about the level within the current style. Only the final recommendation is binding for a priority position in the draw for the next dance season. If the member re-registers for the same style and follows the recommendation of the teacher, the member will be placed with priority in the relevant dance group. If there are more registrations than places for the relevant dance group, a draw will be used. In this draw, members who already danced in the relevant dance group the previous year and have received that recommendation again and also follow it, will be given priority.

The final recommendation does not have to be followed. If the member chooses not to follow the final recommendation, they will be placed according to the 'members - recommendation

not followed' rule. The recommendation only applies if the member is still a student in the next dance season. If this is not the case, the member will be placed according to the 'gap year members' or 'non-studying members' rule.

4.1.1 Request for Exception

If a member does not agree with the recommendation, the member can request an exception from the board. The exception can be requested by emailing the secretary maximally two weeks prior to the registration deadline. The board will make the final decision on this.

4.1.2. Semi-annual Memberships

An exception applies to members who have had a semi-annual membership. In that case, the person who dances the first half of the year will only receive the half-yearly recommendation, which will be binding for the following year. The person who dances the second half will simply receive the final recommendation, which is binding.

4.2. Flexibility

During the draw, the secretary aims to place 22 members in a dance group (with the exception of the demo team). However, if during the year the level/style/group turns out to be unsuitable, the teacher can, in consultation with the board and the member in question, change the members or place them somewhere else. For this purpose, there is the flexibility rule that prescribes that a group can vary from 18 to 24 members. This rule applies until February 1 of the dance season.

After a minimum of four to a maximum of six weeks from the start of the season, the change week takes place. During this week, members and teachers can apply for a change of a member to a dance group of a different level within the same style, with the exception of the demo teams. Changes can take place as long as the groups meet the criteria above. The board decides in consultation with the members and the teachers whether changes can take place or not.

5. Exceptional Situations

5.1. Classical

The classical style is, unlike the styles offered by STUdance, offered at one level. As a rule, a member automatically receives a recommendation for classical. If a member wants to switch to modern or jazz because of the level, they can request an exception from the board in consultation with the teacher. The request can be made by emailing the secretary, maximally two weeks prior to the registration deadline.

5.2. Feminine Hip Hop

The feminine hip hop style is, unlike the styles offered by STUdance, offered at one level. As a rule, a member automatically receives a recommendation for feminine hip hop. If a member wants to switch to hip hop or street dance because of the level, they can request an exception from the board in consultation with the teacher. The request can be made by emailing the secretary, maximally two weeks prior to the registration deadline.

5.3. Feminine Jazz/Modern

The feminine jazz/modern style is, unlike the styles offered by STUdance, offered at one level. As a rule, a member automatically receives a recommendation for feminine jazz/modern. If a member wants to switch to modern or jazz because of the level, they can request an exception from the board in consultation with the teacher. The request can be made by emailing the secretary, maximally two weeks prior to the registration deadline.

5.4. Filling Vacant Spaces

If a dancing member wants to cancel their membership during the year, the member must send an email to the secretary. When these spots become available, the secretary will first approach people on the waiting list. If there is no waiting list for a specific dance group and no one else on the waiting list wants the available spot, an announcement can be made to members/students who do not dance at STUdance in the following order: non-dancing members, the interest list, and students from outside.

5.5. Falling Apart of a Dance Group

The falling apart of a dance group is understood to mean that during the year, so many members in one dance group cancel their dancing membership that the group consists of less than 10 members. If this is the case, the dance group must be saved. This can be done by using the description in 5.4. In case of an emergency, dancing members can dance double.

5.6. Black List

If a member does not pay for the membership they have signed, the board will contact them. If, after two contact efforts and a warning about the consequences, no payment has been made, the member will be removed from the dance group and will be blacklisted. The blacklist means that the person in question is no longer a member of STUdance and can no longer become one. This decision will be made by the secretary and treasurer of the board and the member in question will be informed of this at all times.

5.7. Exception

In exceptional situations that are not described in this protocol, consultation will take place between the board, the Advisory Board, and possibly former secretaries about an appropriate solution.

6. Amendments

The Draw Protocol will be revised by a General Members' Meeting if changes need to be made.

7. Final Provisions

In matters not provided for in the Drawing Protocol or the Internal Regulations or in the event of a difference of opinion regarding the interpretation of the Drawing Protocol, the decision lies with the board.