

Policy 3
Member organisations abroad

A. Definition and general principles

Member organisations abroad are fundamentally equal to those in Switzerland. Therefore, the ETH Alumni Association's by-laws and organisational regulations also apply to member organisations based outside of Switzerland (subsequently referred to as "chapters"). As stipulated in Art. 15 para. 4 of the organisational regulations, the present policy addresses the conditions for chapters outside of Switzerland and several points have been amended in policy 2 "Structure, duties and responsibilities of the member organisations" and policy 1 "Financial planning and budget of member organisations".

B. Objectives

In addition to encouraging professional and social relationships between ETH alumni, the international chapters also have the following objectives:

- 1) After completing their studies, graduates of ETH Zurich should be given the opportunity to stay in contact with their alma mater regardless of their geographic location.
- 2) The ETH Alumni Association aims to use its international presence to make a name for itself at the local level, so that students and researchers can serve as a first opportunity for contact, as well as be a first local port of call for questions about ETH Zurich.
- 3) The ETH Alumni Association aims to cultivate international contacts to local businesses for ETH Zurich, which serve to pave the way for ETH Zurich's future activities.

The ETH Alumni Association focuses on the following regions:

- 1) Regions with a strategic focus for ETH Zurich
- 2) Regions with strong economic development
- 3) Regions from which a large number of students and researchers come to ETH Zurich

C. Members

The following provisions shall apply to alumni residing outside of Switzerland:

- 1) The administrative office invites alumni who are registered members in an international chapter to pay a voluntary annual membership fee.
- 2) If an alumnus/alumna registers in a member organisation based in Switzerland, he/she is obliged to pay for membership in the Swiss organisation.

Alumni residing in Switzerland who are only members in an international chapter are obliged to pay for membership as direct members.

D. Special conditions for member organisations abroad**Memberships**

- 1) In contrast to member organisations based in Switzerland, when calculating voting rights and financial support in accordance with policy 1 “Financial planning and budget of member organisations”, only those persons who have paid a voluntary contribution in the amount of the minimum membership fee to the Association will be counted as members. Non-paying members are not included in this calculation.

Formal matters:

- 1) A member organisation is part of the organisation ETH Alumni Association, which is registered under Swiss law. There is no separate legal entity.
- 2) If, for historical or legal reasons, there is a need for a registered association in the country concerned, the board of the Association shall decide whether a presence in this country is desirable under these conditions. In the event of a negative decision, the local association may continue to exist independent of the ETH Alumni Association, but is no longer a member of the Association, i.e. the association is not entitled to use the term “ETH Alumni” in its name or to use ETH’s CI/CD.

Voting rights:

- 1) The association’s voting rights are regulated by Art. 16 of the by-laws. For international chapters, only paying members are counted when determining the number of voting rights (see point D/1). To obtain voting rights at the Delegate Assembly Meeting, a chapter must have a minimum of 40 paying members.
- 2) Invitation to the Delegate Assembly Meeting and forums: Representatives of international chapters who do not have voting rights are also cordially invited to the Delegate Assembly Meeting and the forums.

Financial matters:

- 1) Each chapter abroad is financially self-supporting as a matter of principle. If necessary, it may collect contributions from its members for event participation. This collection is done locally without the involvement of the administrative office.
- 2) Financing the annual budget is the responsibility of the chapter. A budget in accordance with policy 1 “Financial planning and budget of member organisations” can only be requested if the chapter has at least 40 paying members (see point D/1).
- 3) For special projects, chapters with fewer than 40 paying members can also request a special budget from the administrative office.
- 4) For events coordinated with ETH Zurich in the region in question, ETH Global may provide event-specific support by special arrangement.

Presentation/marketing:

- 1) The board of the chapter administers to all alumni in its catchment area equally, irrespective of whether they have paid a voluntary membership fee. Information and invitations to events are sent to everyone as a matter of principle.
- 2) In addition to invitations to the chapter’s regional events, offers for alumni residing abroad include invitations to events hosted by ETH Zurich, the Swiss Embassy, other Swiss universities or Swissnex.

- 3) The visual presentation of a chapter based outside of Switzerland must be in accordance with the ETH Alumni Association's CI/CD (based on ETH's CI/CD); using this CI/CD is mandatory.
- 4) The website at www.alumni.ethz.ch must be kept up to date, including the board members' contact information. Events are to be published on the MyAlumni Portal.
- 5) The chapter's board members actively promote their group to ensure the highest possible number of memberships.

E. Coordinating cooperation

Providing optimal support to ETH Zurich abroad requires close cooperation between ETH Global and the Alumni Association.

Regional event activities can be held in cooperation with other Swiss and international university alumni organisations. This makes sense particularly in places where common interests, e.g. Switzerland's interests, are the main focus. This kind of cooperation helps ensure that our activities are lively and well attended.

At ETH Zurich's public events in the chapter's region, the Alumni board members are to be involved at an early stage in order to achieve a high number of participants. For this purpose, ETH Global shall inform the administrative office, which in turn will notify the boards of the relevant chapters. At ETH Global's request, the administrative office will also send invitations directly to the members concerned.