



Creating a national Member Organization as a Member Organization (MO) of IVSA

Creating a National MO:

If there is not yet an IVSA MO in your country, you should all gather together and create a National MO directly. You should then define and present the different faculties that will be represented in the national organization.

If there are already several IVSA MOs in your country that want to gather together:

- **The main representatives have to be decided, and they will then contact the MOD.**
- **Representatives from the existing MOs at each faculty that will be represented have to sign a letter saying that they want to gather to create a national organization to represent them to IVSA. These representatives must be the same ones on the MOD's contact list.**
- **Approval of each faculty (e.g. the dean) should also be obtained.**
- **Their request will be submitted in a GA - they have to prepare an application form as a national organization and a presentation of the new MO (EO, President, details on the different faculties that are to be represented by the MO, description of the association to which the national board belongs if it belongs to a special association, motivation to become a national organization).**

Leading a national organization:

- **You need to have a national board with 1 President, 1 EO and a 3rd person as a minimum**
- **The name of the faculties included in the national organization have to be detailed in an email to the MOD.**
- **You should have representatives in each faculty who will communicate the information about National IVSA and Global IVSA.**
- **The national board should encourage the local representatives to be active. If a particular faculty should become inactive (not have any active representatives), the national board should try and reactivate that faculty as soon as possible.**
- **The representatives should make an annual report to the EO of the national board, so that the EO of the national board can send to the ExCo a report on the entire national MO**
- **The National Board should meet at least twice a year (this can be through live**





meetings, or virtual meetings, e.g. Skype), and be in regular contact through Skype, Facebook, email...

- **The National board may either be, or be a part of, a national veterinary student association.**
- **Local representatives can contact ExCo directly if they want, or through their national representatives.**
- **A national organization should have a Constitution which governs how they are organized. If they desire, they could base their Constitution on that of an established IVSA MO.**
- **It depends on the structure of your organization whether all of your members are IVSA members (in which case you must pay the fees for all members, which is more in total but less per student), or whether you only pay fees for active members (less in total but more per student).**
- **Students must be members to participate in IVSA activities such as Exchanges, Local Events, and Congresses and Symposia.**





