



ACLO)))

ACLO 2025-2026



ASSOCIATION DOCUMENT

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Hanzehogeschool
 Groningen
 University of Applied Sciences



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Introduction

This document explains the relationships between the ACLO, the Sports Center (SC), and the clubs. It also addresses the rights and obligations of the clubs. It explains standard procedures and answers frequently asked questions.

If you have any further questions or comments, please contact the Executive Board. On weekdays, someone is always present at the ACLO office between 10:00 AM and 4:00 PM.

Much communication within the ACLO takes place via the website and email:

Website: www.aclosport.nl

E-mail: info@aclosport.nl

The ACLO **Executive Board 2025-2026** consists of the following persons:

Roan Luning	Chairman	vz@aclosport.nl
Maike Waalkens	Secretary (SE)	se@aclosport.nl
Jasmine van der Meulen	Treasurer (PM)	pm@aclosport.nl
Elianne van Boven	Sports Coordinator (CS)	cs@aclosport.nl
Hanna Hoes	Coordinator PR and marketing (CP)	cp@aclosport.nl
Inge van der Meulen	Intern Coordinator (CI)	ci@aclosport.nl
Anne van Gijssel	External Coordinator (CE)	ce@aclosport.nl

The General Board 2025-2026 of the ACLO consists of the following persons:

Gijs Oude Weernink	Chairman
Nynke Edelman	Vice-Chairman
Luca van Enk	Sector outdoor sports
Pearl Heuvink	Sector swimming pool users
Justin Uitendaal	Watersports sector
Lies Venema	Indoor sports Sector
Lianne Albert	Field sports sector
Leon Tanis	Sector sports hall users
Guy Kortess	Unaffiliated athletes
Hylke Everaarts	Unaffiliated athletes
Lukas van Rongen	Unaffiliated athletes

The email addresses of the General Board Members are provided via the Executive Board.

Chapter 1: What is the ACLO?

The ACLO is the umbrella student sports foundation for the University of Groningen (RUG) and the Hanze University of Applied Sciences Groningen (Hanze). The ACLO determines the sports programs for students at these two institutions. Founded in 1945, the ACLO is the largest umbrella student sports organization (OSSO) in the Netherlands. The ACLO represents Groningen student sports at the national level. An ACLO member can participate in unlimited sports for a year for just €74.95. This makes the ACLO the primary sports facility for more than 20,000 students in Groningen.

In August, in addition to the annual membership, you can also purchase a First Semester Membership. This membership allows you unlimited access to sports from August until February 1st for €59.95. The Second Semester Membership is available for purchase from February 1st (€59.95), and the Summer Membership is available for purchase from May 1st (€29.95). Club members must purchase an ACLO Membership or a Semester Membership.

University of Groningen and Hanze University of Applied Sciences staff can also participate in sports at the ACLO through the RUG/HANZE Staff Sports Association (SPR). Please note: these SPR members cannot join a club!

The ACLO is a foundation governed solely by students and has its own budget. The ACLO board is autonomous in its policymaking.

The budget is used to achieve the objectives of the ACLO:

Through sports, ACLO and the Sports Centre contribute to the vitality of RUG and Hanze students, both now and in the future. Within the sports concept, student life is enriched with sports experiences and social interaction in an inclusive social environment. Personal growth is stimulated by the concept with, for, and by students.

From MJBP 2024-2029

The ACLO aims to achieve its goals by:

- Providing expert guidance, accommodation and materials to both participants organised in associations and to independent participants;
- Recognizing student sports associations and establishing contacts with them Associations, between associations and between associations and students;
- Organizing (and/or having organized) student sports events;
- Providing subsidies to both independent athletes and associations;
- Promoting the interests of student sports.

The ACLO strives to offer a comprehensive and varied range of activities that meets the needs of (potential) participants. The ACLO achieves this goal through a wide variety and breadth of sports offered, including:

- Group lessons and open hours

- Courses
- Free reservation
- Associations
- Events
- Open competitions

The fitness facilities are fully integrated into the Sports Center. For an additional €70 per year, ACLO members can also use these facilities.

Portfolio distribution of the Executive Board of the ACLO:

	Main tasks	Secondary tasks
Chair	Leiden from the DB Preparing/chairing meetings External contacts ACLO Sports Certificate Policy Monitor the internal regulations and articles of association Pursue a multi-year policy plan New construction and pluses Contact AB chairman Applications for exemption members	Member of the DB application committee Board grants DB and sports clubs Motivation/customer satisfaction surveys Preparing for policy week Support sponsorship Internationalization
Secretary	Association support Coordinator of sector, AB and RvA meetings Application Committee AB and DB NDB induction period Member list check Representative events (drinks and dinners) Software system contact person Writing secretarial annual report	Management Executive Board Helpdesk website Recognition of associations Contact with ACLO Alumni Contact desk Sports Center Contact Advisory Board Sustainability

Treasurer	<p>Ultimately responsible for accounting</p> <p>Drawing up budget and half-year figures</p> <p>Contact financial employees</p> <p>Financial audit of associations</p> <p>Writing annual financial report</p>	<p>Distribution of accommodation and material subsidies to associations</p> <p>Support new construction & additions</p> <p>Technical chairman of the audit committee</p> <p>MJBP/long-term finance</p> <p>Active monitoring</p>
Sports Coordinator	<p>Allocation of hours to associations</p> <p>Responsible for sports activities/schedules (courses, group lessons and open hours)</p> <p>ACLO Station Manager</p> <p>Coordination ACLO Sports Council</p> <p>Contact person for sports teachers</p>	<p>Support for the distribution of material and accommodation subsidies</p> <p>Recognition of associations</p> <p>Website support</p> <p>Top Sports Fund</p>
PR & Marketing Coordinator	<p>Public relations (athlete communication)</p> <p>Marketing</p> <p>Social media</p> <p>Website management</p>	<p>ACLO newsletter</p> <p>Sports guide</p> <p>Recruitment DB/AB and committees</p> <p>Coordination ACLO Promotion Team</p>
Internal Coordinator	<p>Events</p> <p>Coordinating the committees</p> <p>Binding active members</p> <p>Team delegation to the Batavierenrace</p> <p>Delegation of GNSK sports teams</p>	<p>Sports Awards Election</p> <p>Student Championships</p> <p>Contact Sportsbar</p> <p>NSK</p>

External Coordinator	Acquisition Head of distribution of accommodation and material subsidies to associations Recognition of associations Association support Supervise scheduling/post- calculation	Support for hour allocation Project Association Trainer (PVT) Higher Competitive Sports (HWS) Top Sports Fund Drafting contracts
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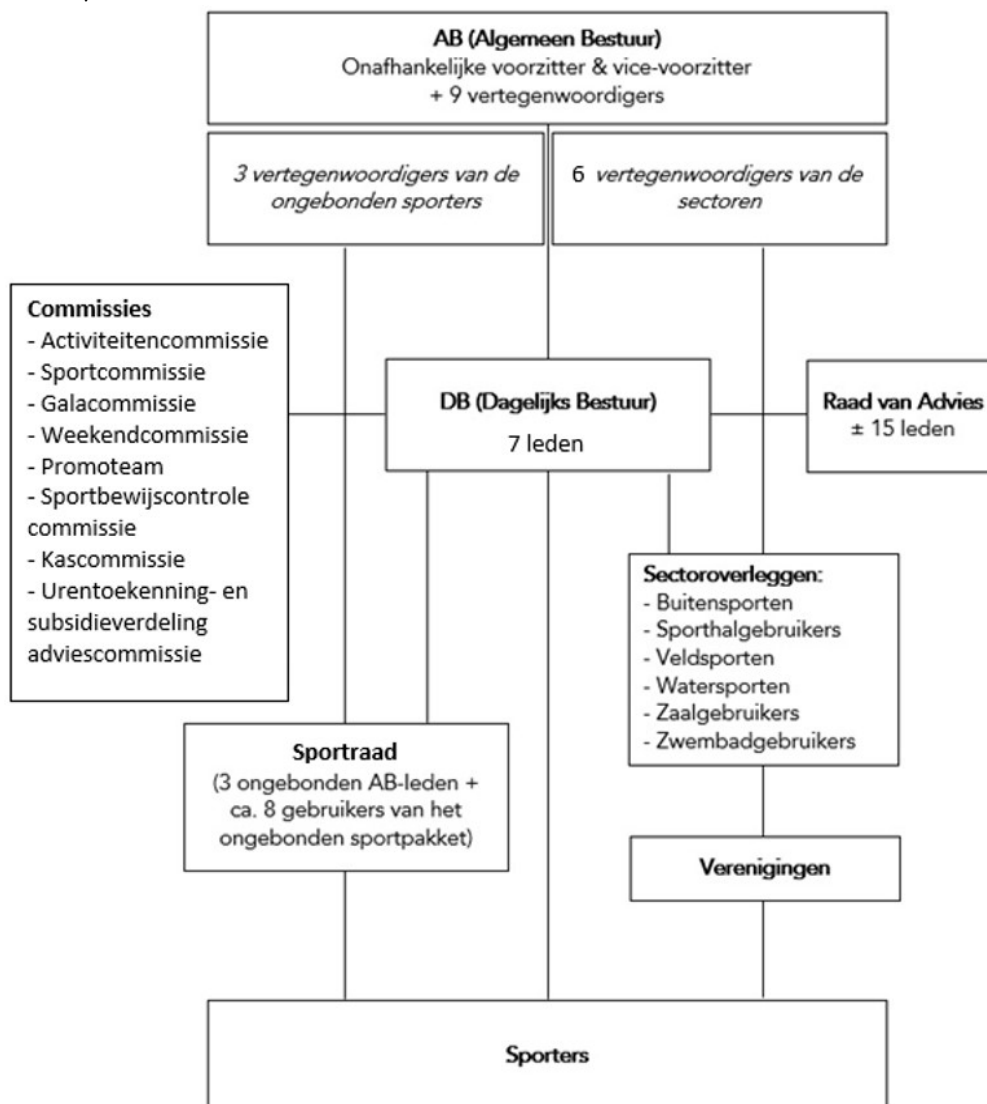
Chapter 2: Structure of the ACLO

The highest body within the ACLO is the General Board. The General Board determines policy. The body consists of eleven members, six of whom represent a sector, three represent independent athletes, and there is an independent vice-chairman and an independent chair.

The AB meets seven times a year during an AB meeting and decides on important policy matters prepared by the ACLO Executive Board.

The ACLO Executive Board manages day-to-day affairs. This means the Executive Board is the executive body that develops and implements policy. The Executive Board is accountable to the ACLO General Board. The Executive Board is the contact point for student sports associations.

Visually, the structure of the ACLO looks like this:



Every student sports association under the ACLO is divided into a sector. These sectors meet

seven times a year. These meetings are held during the same week as the General Board Meeting. Each sector comprises associations with generally similar interests and issues. A representative from each association in that sector attends the sector meeting.

It is mandatory that at least one board member from each association attends every sector meeting! The Executive Board prefers to see a permanent member of the board attend the meetings, along with the board member for whom the documents discussed are most relevant.

For example, it's recommended that the treasurer of an association attend a sector meeting where financial matters are discussed. A member of the ACLO Executive Board and a sector representative from the General Board also attend the sector meeting. The sector representative is there to gauge the opinions of their sector and later express them at the General Board meeting. This allows the associations to influence ACLO policy. Ultimately, however, the sector representative serves on the General Board in a personal capacity.

In 2025-2026, the sector meetings are scheduled on the following days:

Monday: Indoor sports 6:00 PM
 Field sports 6:00 PM
 Water sports 7:30 PM
 Tuesday: Outdoor sports 6:00 PM
 Sports hall users 6:00 PM
 Swimming pool users 7:30 PM

Independent consultation: nb

In 2025-2026, the distribution of associations across the sectors is as follows:

	Sector division
Outdoor sports	GSAV Vitalis GSPV Parafrid GSSV Tjas GSTV Tritanium GSWV Tandje Hoger GSSV Moddervet GSRC GAGV Pitch STUGG
Sports hall users	GSBV AMOR GSBV The Groene Uilen- Moestasj UC Face Off GSFV Drs. Vijfje HV De Cirkeltijgers

	GSVV Donitas GSVV Kroton GSVV Veracles GSSV Squadraat GSAC GSKV De Parabool (winter)
Field sports	GSKV De Parabool (summer) GCHC GSHC Forward Lacrosse Groningen GSAVV Forward GSVV The Knickerbockers GSTC TAM TC Veracket GSPV De Ramenlappers GSBV Tweeslag GSRV De Graancirkel
Water sports	GSR Aegir AGSR Gyas GSWV SurfAce GSWC The Bares GSZ Mayday GSKV Released
Indoor sports	GSBV Pugilice GSBV De Mattekloppers Deltaserat GSSV Donar 1881 SSV The Blue Toes GSTTV Idéfix GSPV De NoordPole GSKV Northside Barbell
Swimming pool users	GSDC Ad Fundum GBD Calamari GSZC De Walvisch GSZV De Golfbreker

The following recurring topics, which are of particular importance to associations, are discussed annually at the sector meetings:

August meeting:	ACLO budget
October meeting:	Key points
December meeting:	Secretarial annual report
January meeting:	Annual accounts
March meeting:	Hour allocation
April meeting:	Half-year accounts
	Sports Certificate Policy
June meeting:	Financial subsidy distribution
	Draft budget ACLO
	HR changes (if any)

Chapter 3: ACLO Code of Conduct

At the ACLO, we believe it's important that everyone can enjoy sports safely. Therefore, we expect ACLO season ticket holders to treat each other with respect. The code of conduct below affirms the ACLO's standards and values and outlines several principles for adhering to them. Please look out for each other and apply the following in all situations.

General

This code of conduct applies to all ACLO subscribers.

Establishing the code of conduct

The ACLO Code of Conduct is established by the General Board. Proposals for amendments can be submitted by either the Executive Board or the General Board. A majority vote of the General Board is required to implement changes to the Code of Conduct.

Confidential contact person

The ACLO has at least two confidential contact persons (CCPs). A CCP is a central point of contact within the association or organization where a member can confidentially discuss inappropriate behavior. These persons are accessible to all ACLO stakeholders and will treat all information provided confidentially. They will also maintain an accessible role at all times.

This year, Leon Hovenkamp and Myrthe Houtsma are the VCPs. You can schedule an appointment with them via vcp@aclosport.nl.

The athlete at the ACLO

- **Is sporty.** You treat your opponent fairly, take losses well, and are not resentful.
- **Is open.** If you're asked to do something that goes against your own feelings, norms, and values, report it, for example, to the board or the ACLO confidential advisor. For questions and reports, you can also contact the Netherlands Safe Sports Center (tel. 0900-2025590).
- **Respects others.** You have respect for everyone: the opponent(s), your teammates, the referee, your coaches, the spectators, and everyone else. Be mindful of your language and how you present yourself to others. Give everyone the feeling of freedom of movement.
- **Respects agreements.** Arrive on time, cancel your appointment (in good time), listen to instructions and adhere to the rules.
- **Treats the environment with care.** Don't break anything, respect everyone's property. Leave the locker room tidy. Put away all materials. Throw trash in the bins.

- **Keep your hands off others.** Do not touch anyone against his or her will (outside of normal sports activities).
- **Respects boundaries.** Take each other's feelings seriously and never do anything against the other's wishes.
- **Stick to the rules.** Read the regulations, the house rules, this code of conduct and all other agreements, and adhere to them.
- **Do not undermine anyone's worth.** Refrain from discriminatory, derogatory, or intimidating remarks and behavior. Don't exclude anyone and be tolerant.
- **Does not discriminate.** Makes no distinction based on religion, belief, political opinion, gender, sexual orientation, cultural background, age or other characteristics.
- **Does not impose itself on others.** You don't make contact in an annoying way and respects the answer 'no'.
- **Fight on the mat or in the ring, but not outside of it.** Use what you have learned in martial arts only for defense.
- **Report violations of this Code of Conduct.** Report violations of this code to the board and/or the confidential advisor of the sports club or your sports association.
- **Drink during and after exercise not excessive alcohol and do not use drugs during and after exercise.**

Disciplinary measures

Disciplinary measures may be imposed for conduct that is inconsistent with the ACLO Code of Conduct. The ACLO Executive Board and General Board are authorized to impose disciplinary measures as described in Article X.4 of the Rules of Procedure.

Chapter 4: Relationship ACLO - SC

The Sports Center (SC) could be considered a "sports facilitating unit" of the University of Groningen (RUG) and Hanze University of Applied Sciences Groningen (Hanze). Almost everything related to sports is arranged in consultation with the SC. The ACLO (Actual Sports Lobby) is the policy-making body for student sports. The SC is responsible for the planning, staffing, management, and operation of the facilities and equipment. The ACLO is the primary tenant of the facilities and the contractor for the SC's sports instructors.

The responsibilities of the ACLO and the SC are clearly defined, namely:

ACLO: Determining and implementing student sports policy for the RUG & Hanze UAS.

SC: Providing facilities and personnel for the implementation of the sports policy determined by the ACLO and advising the ACLO and affiliated associations.

In practice, the ACLO makes decisions regarding the allocation of hours, the course offerings, and the composition and frequency of the general hours. The Sports Centre is responsible for the implementation and execution of ACLO policy. This means that the SC handles facility and sports-related matters (e.g., maintenance, scheduling, personnel policy, or additions/renovations to facilities).

Example: the allocation of the number of hours is a decision of the Executive Board of the ACLO, but the precise content (the division of the hours and with which sports leader) is a task of the SC.

Below is an overview of the most common situations/questions an association may encounter. It indicates who is responsible: the ACLO or the SC. The names and/or positions of the contact persons are also listed, along with their telephone numbers.

A. Trainings

- Additional training groups or team expansions are only possible after consultation with the ACLO and the SC and will involve 'additional rental' from the club to the ACLO.
- The deployment of trainers is done in consultation with the relevant department chair and head of sport/deputy director of the SC.

B. Competition

- A club can use the sports facilities of the Sports Centre at its own expense during the weekend to play competition matches.
- In consultation with the relevant club, sports association, and SC scheduling coordinator, the playing dates are included in the SC's annual schedule.

- Changes regarding competition days/times must be discussed with the SC's scheduling coordinator.
- The association provides a single contact person for competition matters.
- The home ACLO club acts as host for the visiting clubs, ensuring that everything runs smoothly and that the facilities used are left in good condition.
- Some clubs have third-party liability insurance through their sports association. Check whether this applies to your club. The SC is only liable for the condition of the facilities, not for the activities.
- Matches not included in the annual schedule must be discussed well in advance with the SC's scheduling coordinator.
- Invoicing is handled directly by the Sports Center to the clubs. For questions about invoicing, please contact the SC secretariat.
- It is not permitted to play a (practice) match on a sports field without first consulting the SC.

C. Tournaments and events

- Reservations for indoor and outdoor sports facilities can be made through the scheduling coordinator. The tournament or event will be included in the annual schedule. Reservations can be made by emailing sportcentrumreserveringen@rug.nl.
- After the scheduling coordinator has assigned a date for the tournament/event, the club can contact: 1) For indoor events, the coordinator of indoor sports facility management (crreitsma@rug.nl) and 2) For outdoor events, the coordinator of outdoor sports facility management (ejnienhuis@rug.nl).
- Used accommodation and materials must be returned in good condition. In the event of damage or improperly left behind, the relevant association will be invoiced for the costs incurred.
- In case of accidents or other calamities, please contact the SC desk immediately. From there, further action will be taken depending on the incident.
- Check if you need to take out event insurance. The SC is only liable for the condition of the facilities, not for the activities.
- The use of music/sound is subject to regulations. Information is available from the coordinators responsible for managing indoor/outdoor sports facilities.
- It is very occasionally possible to stay overnight at the SC.

D. Free use and practice matches

- Only with your ACLO membership can you reserve a sports facility during times when no scheduled activities are scheduled. This reservation is made through the ACLO app. Without a reservation, you cannot use the facilities.
- If you want to play practice matches during your own training hours, please discuss this with your coach and report this at the SC reception desk.
- The sports fields are designed for specific sports purposes and are vulnerable to other uses, which may only take place after consultation with the SC.

E. Rates

For questions about rates and booking sports facilities, please email: sportcentrumreserveringen@rug.nl.

F. Sports Center Code of Conduct

See the appendix "Regular Code of Conduct for the Sports Center." These regular codes of conduct apply to associations/organizations that use the SC's facilities. These rules may be supplemented with any temporary measures taken in response to, for example, the Covid-19 pandemic (see pp. 59-62).

G. Contact details for RUG/Hanze Sports Locations

RUG & Hanze Sports Centre

Address:

Blueborgje 16
9747 AC Groningen
Tel: 050 - 3638063

Willem Alexander Sports Centre (WAS)

Address:

Zernikeplein 17
9747 AS Groningen
Tel: 050 – 5953750

ACLO City

Temporary location:

Address:

Bloemstraat 36
9712 LE Groningen

Final location before April 1st:

Address:

Haddingestraat 13
9711 KB Groningen

Tel: 050 - 3636767

H. Contact details of RUG/Hanze Sports Centre employees and relevant portfolios

Director: Niels van den Bovenkamp

E-mail: n.j.van.den.bovenkamp@rug.nl, telephone 050 - 3634488

- Ultimately responsible for Sports Centre
- Daily management of the Sports Centre
- Accommodation and management

- Ultimately responsible for the physical education and sports program
- Human resources management and sports technical staff
- Annual planning schedule

Secretariat:

Chantal Rosema E-mail: c.rosema@st.hanze.nl 050-3634439
Stephanie Arends E-mail: s.m.arends@rug.nl 050-3637028

Financial administration contact person

Matters relating to finance, administration (including rates and invoicing) and contracts via the secretariat.

Technical service within: Mahmood Hammad E-mail: mahmood.hammad@rug.nl
Technical service outside: Jan Hummel E-mail: j.hummel@rug.nl

Contact person for inspection of football fields for competition/cup: Jan Hummel
E-mail: j.hummel@rug.nl, telephone 050 – 3634649

Contact person counter and security

Albert Koster
E-mail: a.koster@rug.nl, telephone 050 - 3635306

- Safety Coordinator (Company Emergency Response)
- Deployment of counter staff

Hanze Topsport Coordinators

HANZE: Arjan Taaij, e-mail: a.taaij@pl.hanze.nl
RUG: Cees Reitsma, e-mail: c.r.reitsma@rug.nl (tel: 050 – 3634642)

Coordinators

Indoor sports

Cees Reitsma

E-mail: c.r.reitsma@rug.nl, telephone 06 - 25098893

- Contact person for events/tournaments and management of indoor sports facilities
- Contact person Boat Workshop

Outdoor sports

Evert-Jan Nienhuis

E-mail: e.j.nienhuis@rug.nl, telephone: 06 - 15451893

- Tennis Department Chair (including padel)
- Head of the Football Department (including indoor football)
- Contact person for events/tournaments and management of outdoor sports facilities

FitSOM

Jennifer Bouman

E-mail: j.m.bouman@rug.nl

- Contact person for ACLO-city management
- Fitness contact person

WAS/Peripheral Sports

Frits Telkamp

E-mail: fritstelkamp@gmail.com

- WAS Coordinator
- Peripheral Sports Coordinator

Support

Peter Zweistra

E-mail: p.zweistra@rug.nl, telephone 050 - 3638354

- ACLO and association annual planning schedule
- Scheduling of accommodations for tournaments, events and competitions

Henny Woldman

E-mail: h.woldman@rug.nl

- External rental
- Events
- Social security

Department chairs

The department chairperson serves as the point of contact for a specific sports department and consults with the various sports instructors who teach within the discipline. Regular consultations also take place with the relevant associations. A department chairperson has organizational responsibility for their department. Department chairs can be reached through the Sports Center secretariat.

Sports DepartmentDepartment Chair:

Badminton / squash / table tennis / fencing /

Basketball / handball / korfbal

Dojo sports

Hockey and swimming

Football

Tennis / padel

(Beach) volleyball

Group lessons

Climbing

Periphery sports

Other sports

Jan Thews

Simon Leistra

Frits Telkamp

Jorrit Smink

Joeke Buikema

Henny Woldman

Christel Vredevelt

Cees Reitsma

Geert Hemminga

Niels van den Bovenkamp

In addition to the department chairs, the SC naturally employs several sports instructors. They can also be reached through the Sports Center secretariat.

Chapter 5: Obligations of associations towards the ACLO

When a sports club is affiliated with the ACLO, this means that the club will recognize and comply with the rights and obligations as laid down in the articles of association, the Rules of Procedure (HR), and the general terms and conditions of the foundation.

The Articles of Association, together with the Charter and the General Terms and Conditions, form the foundation's backbone. These documents contain the foundation's objectives, procedures, and provisions essential for its proper functioning. Associations are therefore required to be familiar with the Articles of Association, regulations, and terms and conditions and to act accordingly. If an association fails to comply with the Articles of Association, the Charter, or the General Terms and Conditions, both the Executive Board (EB) and the General Board (AB) are authorized to take measures. These measures can range from a fine to a change in accreditation.

The statutes, the HR, and the general terms and conditions are the responsibility of the chair of the ACLO Executive Board. Clubs can find the statutes, HR, and the general terms and conditions on the ACLO website (<https://aclosport.nl/belangrijke-documenten/>).

In this chapter, the most important obligations of the associations towards the foundation will be discussed and explained.

5.1 Administrative obligations

A number of administrative documents must be submitted to the DB annually. Below is an overview of the deadlines by which the documents must be submitted.

Annually before:

- October 29 **Members list 1** by Wednesday, October 29th before 12 noon.

- December 3 **Financial annual report** (The budget for the past year and the accompanying statement and balance sheet, all with an explanation), the current year's budget with an explanation, and receipts/invoices for the expenditure of the previous year's materials subsidy must be submitted to the treasurer before 12:00 noon.

- December 16 **Application for hours, materials and accommodation subsidy** for the coming academic year, please submit it to the sports coordinator before 12 noon.

- April 29 **Members list 2** before Wednesday, April 29th at 12 noon.

- June 1st **Secretarial annual report** Please submit to the secretary before 12 noon.

All these documents must be submitted digitally to the relevant ACLO Executive Board member.

A hard copy of the annual financial report must also be submitted to the ACLO Treasurer.

5.1.1 Administrative financial obligations

Annually, associations must submit three financial statements and invoices for the material subsidy before 12:00 on December 3, 2025:

Checklist annual financial report	
Front with association name, contact details and year of the annual report	
Introduction, where any special details are mentioned	
Key figures of the association, such as number of members, financial year (from ... to ...) and amount of contribution	
Realization 2024-2025, with realization 2023-2024 as comparison material	
Explanation of realization 2024-2025*	
Balance sheet at the end of the financial year, with the balance sheet from the previous year as a point of comparison	
Balance sheet notes*	
Budget 2025-2026	
Explanation of the budget for 2025-2026*	
Receipts for expenditure on materials subsidies	
Submit in a folder	
When printing, make sure it is easy to read and that tables do not break off and continue on another page.	

* The explanatory notes should explain why a specific amount is budgeted or has been realized. The explanation should therefore go beyond simply explaining what the item entails. For example, with a budget item labeled "contribution," simply explaining that it is the item within which the contribution is budgeted is not sufficient. It should explain how many members are expected, how much the contribution is due, and why more, less, or the same amount of contribution income is expected.

The ACLO requests these documents to gain a clear understanding of the financial situation of its affiliated associations. This allows the ACLO to assess an association's financial health and, if necessary, offer assistance.

- Ad. 1. Settlement of the closed association year with accompanying budget and explanation

The annual financial statement for an association must be based on the budget for that year to ensure comparable items. The statement includes details for each item and, if applicable, each sub-item. This ensures that the statement also includes, for example, the number of members for that year. For comparison, the amounts from the previous year's budget and statement are included under comparable items.

- **Ad. 2. Balance sheet (opening balance and after settlement) with explanation**
The balance sheet is prepared at the end of the association's fiscal year based on the final settlement. The balance sheet clearly shows the remaining balance from the settlement (financial year result) and clearly displays the association's assets. The balance sheet from the previous year is also requested for comparison.
- **Ad. 3. Budget with explanatory notes**
The budget for an association year provides a realistic picture of the financial impact of the activities planned for that year. For comparison, the amounts from the previous year's budget and settlement are included under comparable items.
- **Ad. 4. Receipts/invoices**
Receipts or invoices to demonstrate that the ACLO's materials subsidy from the previous academic year was actually spent on (training) materials. If this cannot be demonstrated, the treasurer may decide to reclaim the remaining portion. Without receipts or invoices, the amount will be deducted from this season's materials subsidy!
If an association receives accommodation subsidies for rent that is not advanced by the ACLO, invoices for these must also be submitted (e.g. invoices from the municipality).

If any part of the annual financial report is not submitted on time, the ACLO's fine policy will apply. This fine policy is described in section 5.3. If the documents are not submitted, or are incomplete, a fine of €50 will be imposed. For each subsequent week that the documents are still not submitted, or are incomplete, a €50 fine will be added.

If your association uses a calendar year as its financial year instead of an academic year, you must notify the ACLO treasurer in advance. A deadline for submitting the annual financial report will then be agreed upon individually.

The ACLO aims to organize a treasurer training course for all association treasurers every year in October/early November. During this course, several aspects of the annual financial report will be discussed, and there will be an opportunity to ask questions about them.

5.1.2 Administrative secretarial obligations

▪ Submit changes

The association must ensure that the correct (postal) addresses, telephone numbers, and email addresses of its board members are known to the ACLO. Associations must forward these changes to: secretary@aclosport.nl. Pay close attention to this, because it still happens too often that former board members of associations are called and this only leads to irritation on both sides.

▪ Secretarial annual report

An annual secretarial report must be submitted to the ACLO before June 1st of each year. The ACLO will use this report to gain an overview of the associations' developments over the

years. This report will also be included in the ACLO's annual secretarial report.

The association report may not exceed half a page on A4 paper. The following points should be included in the report: achievement of the stated objectives, highlights, bottlenecks, members (growth/stagnation), future prospects.

The report must be submitted digitally to se@aclosport.nl. The ACLO Executive Board reserves the right to make changes to the report. If an association is late in submitting its annual secretarial report, the ACLO's fine policy, as described in section 5.3, will apply.

5.2 Other administrative obligations

▪ Introductory conversations

Every year, as soon as possible after the change of board or during the transfer of ownership, the associations are invited to an introductory meeting. The association is required to attend this meeting with as many board members as possible. This meeting is to introduce the new ACLO Executive Board to the (new) association board and vice versa. The ACLO sector representatives from the Executive Board and Executive Board will be present at this meeting. All dates for these introductory meetings are listed in Chapter 18.

▪ Half-yearly conversations

Halfway through the year, there is an opportunity to request a biannual meeting with the ACLO Executive Board and, if applicable, the sector representative from the Executive Board. During this meeting, matters related to submitted documents, such as the annual financial report or the membership list, can be discussed. Associations can also use it to catch up, seek advice, evaluate, look ahead, or provide feedback to the ACLO. The ACLO can also make the biannual meeting mandatory if it deems it necessary.

▪ Sector meetings

The association must be represented at the sector meetings of its sector. These meetings are held seven times a year to prepare for the AB meetings and to exchange knowledge within the associations.

At least one representative of the association board must attend the sector meeting. The Executive Board requests that, whenever possible, a designated representative attend the sector meetings. The dates of these meetings will be announced at the beginning of the academic year (see Chapter 17: Dates of the AB and Sector Meetings 2025-2026).

An association may be absent once a year with notice. For the subsequent meeting where it is absent with notice, a fine of €20 will be imposed. In addition, an association always receives a €20 fine for being absent without notice. For each repeated absence during the same academic year, the fine will be increased by €20 (so, €40 for the second absence, €60 for the third, and so on).

▪ Active attitude

The association is expected to maintain an active attitude toward its members, the ACLO, and externally. This means organizing activities for members, including various committees, social

gatherings, tournaments, and a club newsletter.

The Kaderdag and the Bestuursspelen (further explained in Chapter 6) are also initiatives where the ACLO expects boards to be actively present, so that, among other things, (in)formal contacts can be made with other association boards.

If an association fails to comply with the aforementioned obligations, both the Executive Board and the General Board are authorized to take measures. These measures may range from a fine as described in Chapter 5.3 to a change in recognition.

5.3 ACLO Fine Policy

The ACLO's fine policy stipulates that a €50 fine will be charged if a deadline is missed. This fine increases by €50 weekly until the requested item is submitted.

A different rule applies to the allocation of hours and the membership list check.

If a correct membership list is not submitted via NextGen by the deadline for the membership list check (Wednesday, October 29, 2025 before 12:00 noon & Wednesday, April 29, 2026 before 12:00 noon), a fine will be charged.

If no completed form is submitted by the deadline for the hours and subsidy application (December 16, 2025 before 12:00 noon), a fine of €50 will be charged, which will increase by €50 for each day the deadline is missed.

Chapter 6: ACLO events

6.1 Sportplaza

Together with KEI, the ACLO organizes the annual Sportplaza at the Sports Center. This event gives clubs the opportunity to promote their club among first-year students in Groningen. Clubs are provided with a booth and opportunities to organize additional (sports) activities during the Sportplaza. The ACLO covers the booth costs for the clubs. If the booth at the Sportplaza is not staffed all day, the ACLO will charge the club for the booth (€35).

6.2 Transfer drink

The ACLO's handover reception takes place annually. This always takes place at the beginning of the academic year. Prior to this reception, the new Executive Board is installed, and during the reception, everyone has the opportunity to congratulate the board.

6.3 Treasurer course

The ACLO is organizing a treasurer training course for the treasurers of its association boards. The ACLO has noticed that this course has significantly improved the quality of the annual financial reports that associations are required to submit. Therefore, the ACLO recommends that all treasurers of its association boards attend this course. If desired, they can also bring another board member. The treasurer training course will likely take place during the Kaderdag (Framework Day).

6.4 Online IVA

It's now possible to take the Responsible Alcohol Serving Instruction course online for free. This course, which instructs bar volunteers on serving alcohol and the consequences of excessive drinking, is mandatory for bar staff, and certificates are regularly checked. The website provides all the information a bar volunteer needs to know to serve alcohol responsibly. After reviewing this information, they can take the test. If you pass, a personalized certificate will be issued that the volunteer can print. The test can be found at <http://www.nocnsf.nl/iva>.

6.5 Framework Day

Around October, most boards of the student sports clubs affiliated with the ACLO change. The "Kaderdag" (Framework Day) is part of the ACLO's policy to support student sports clubs. Every year, the ACLO organizes this informative, interactive, and fun day to provide club board members with information through lectures and engaging workshops. The ACLO hopes this information will give them a boost at the start of their board year. It's also a great way to get to know other club boards better. The day will conclude with drinks. This day is completely free, so be sure to bring your entire board! This year's "Kaderdag" will take place on November 17, 2025.

6.6 Sports Award Election & ACLO Sports Gala

Every year, the sports awards are presented during the ACLO Sports Gala. This is a way to reflect on the past year's sporting achievements. These will undoubtedly range from sporting disappointments to great achievements and victories. The ACLO and the Sports Centre want to recognize these achievements.

These awards are open to individual student athletes, student teams, and student sports associations. Association boards and sports leaders can nominate candidates. From these, three nominees will be selected per category. The winner will be determined partly by a panel of experts and partly by popular vote.

In addition, a new nomination category has been added in recent years: "Special Contribution to Student Sports." This category includes a great charity event organized by the association, sustainability initiatives, and other fun activities that have improved student sports in Groningen!

Of course, there are prizes associated with the election. The ACLO and the Sports Center are offering cash prizes (€300 per category).

Nomination applications can be emailed to the Internal Coordinator of the Executive Board (ci@aclosport.nl). You can submit one application or multiple applications. Please also include an explanation along with your nomination. Additional information, such as a press release, is always welcome. The deadline for nominating athletes and teams will be announced later. Voting will then be possible. More information will be announced in due course.

6.7 Board games

A great way to end the club year is with the Board Games. These usually take place in June. Club boards compete in various sports to win the title of "Club Board of the Year." The day will also include a barbecue and drinks reception. This day is also completely free and is a fun way to conclude your board year. Make sure you and your entire board attend this fun event!

6.8 GNSK

The Grand Dutch Student Championship (GNSK) will take place next year from June 5th to 7th in Amsterdam. It's a fun weekend with a wide variety of sports and a big party.

6.9 Various ACLO events

Besides events for associations and their board members, the ACLO also organizes several other events. These activities are announced to the boards during the sector meetings. These events are open to all ACLO season ticket holders, and it's fun for the board to share these events with its members.

6.9.1 ESN Meets ACLO

ESN Meets ACLO is an event organized by the ACLO in collaboration with ESN Groningen. The event will take place on Sunday, August 31, 2025. During this day, international students will have the opportunity to get acquainted with the ACLO and its student sports clubs through

information stands. A second edition of this event will take place on Sunday, February 1.

6.9.2 The KISS

The Christmas Indoor Sports Spectacle will take place on Wednesday, December 17th, the week before the Christmas holidays. The KISS is a sporty way to end the year in a festive atmosphere. The KISS traditionally begins with a specially laid-out Grand Circuit in the HANZE hall. There will also be various sports tournaments for which teams (including non-ACLO athletes) can register. The ACLO is contacting clubs and the event management minor to help organize the various sports tournaments. The regular program will largely be canceled on this day. If clubs have any ideas for organizing something special, please email them to ci@aclosport.nl.

Chapter 7: Sports Evidence Policy

To participate in sports at the ACLO, students must purchase an ACLO membership. Clubs are responsible for ensuring that all their members have an ACLO membership. The secretary of the ACLO Executive Board verifies this through the membership list check. If there are still people on the membership list who do not have a valid ACLO membership, the club must pay the membership fee plus the administration fee for that person. The ACLO recommends encouraging club members to purchase an ACLO membership as early as possible in the academic year.

Individuals who do not fall into one of the target groups (see table and further explanation below) formulated in the sports certification policy, but who are of special administrative or sporting value to the club, can obtain a dispensation membership. The procedures for dispensation memberships and membership list checks are outlined below.

Type of ACLO subscription	Price	Subgroups
Annual subscription August 11, 2025 to August 31, 2026		
Low rate	€74.95	<ul style="list-style-type: none">- Full-time or part-time Hanze or RUG student- PhD student RUG (PHD student)*- SPO student- NHL Stenden (max. 40)- Student at RUG- Student Hanze University of Applied Sciences Professionals and Companies (part-time Hanze program)- Student Dutch University > 3 months- On the recommendation of NOC*NSF
High rate	€169.95	<ul style="list-style-type: none">- Graduated Hanze or RUG student up to three years after graduation- Former (retired) Hanze or RUG student (up to one year after graduation)- Intern at the Hanze University of Applied Sciences or RUG- Student from another university (max. ten per university)- On the recommendation of (former) member of the ACLO Executive Board (max. 1)- Partner SC staff (student)
Semester subscription August 11, 2025 to January 31, 2026 01-02-26 to 31-08-26		
Low rate	€59.95	The same groups as the low and high rate ACLO subscription
High rate	€134.95	
Extended subscription 01-02-26 to 31-08-26		
Low rate	€29.95	

High rate	€67.50	The same groups as the low- and high-rate ACLO subscription. This subscription can only be purchased if you have a first-semester subscription.
Summer subscription 01-05-26 to 31-08-26		
Low rate	€29.95	The same groups as the low and high rate ACLO subscription.
High rate	€67.50	
Day pass Maximum 1 day pass per person per year		
	€9.95	The same groups as the low and high rate ACLO subscription.
Grotius subscription 01-11-2025 to 31-03-2026		
	€0	Students of the Grotius minor
Dispensation subscription		
Year	€169.95	Club members who are not covered by the sports license policy. Exemption subscriptions must be requested by sending an email to vz@aclosport.nl by the board of the association.
Semester	€134.95	
Other subscriptions		
MBO subscription	€74.95	Students from the affiliated vocational education institutions (max. 25 Alfa College and Noorderpoort, max. 15 Menso Alting, max. 10 Terra). MBO subscriptions must be applied for via the MBO registration link.
Free subscription	€0.00	<ul style="list-style-type: none">- SC staff (students)- Student at a Dutch university < 3 months- Top athlete via the RUG and Hanze top sports scheme- (former) DB members (Gold card)- (former) AB members (Silver card) up to 3 years after discharge- ACLO committee members
ACLO Sports Center subscription**	€0.00	SC Staff (non-students)
ACLO Sports Center subscription**	€169.95	Partner of SC staff (non-students)
Fitness ***		
Fitness subscription August 11, 2025 to August 31, 2026	€70,-	Anyone with an ACLO subscription.

Semester subscription 01-09-25 to 01-02-26 01-02-26 to 01-09-26	fitness €45,-	
Summer subscription 01-05-26 to 31-08-26	fitness €25,-	

The table above provides an overview of all available ACLO subscriptions.

**Please note that researchers also come to the University of Groningen and Hanze UAS as employees. Only if they are actually employees according to University of Groningen regulations and are therefore entitled to the University's employment conditions should they become SPR members. SPR members are not permitted to join an ACLO-affiliated sports club. Since 2016-2017, PhD students have had an S-number, which allows us to identify which PhD students do and do not have student rights.*

***The Day Subscription, Semester Subscriptions, and Summer Subscription are available to the same groups as the low- and high-rate ACLO Subscriptions.*

****The Sports Center is responsible for the funds generated from Fitness Subscriptions. The Fitness Subscription is available after purchasing an ACLO Subscription.*

7.1 ACLO Regulations regarding the Sports Certificate Policy

The following are entitled to purchase an ACLO subscription for €74.95:

- Full-time and part-time students affiliated with the RUG or Hanze UAS, in possession of a student card from the current year.
- Student who follows a part-time study within the framework of Hanze Hoge Professionals.
- Student who is registered as a course participant at the Hanze University of Applied Sciences or the University of Groningen.
- Scholarship holders, doctoral students, postdoctoral students, PhD students (except for trainee research assistants and trainee research assistants), or doctoral students at the University of Groningen, with an appointment card from the current year. It is important that these PhD students have an S-number.
- Persons nominated by the NOC*NSF, this is done via the treasurer of the ACLO.
- Students at one of the Dutch universities must present a student card for the current academic year from the relevant institution.
- Students who are studying at the Groningen School of Pedagogical and Social Education (SPO), upon presentation of a valid student card.
- 75 vocational students from Noorderpoort, Alfa-college, Terra MBO Groningen, and Menso Alting. They can apply for these via the vocational education page on the ACLO website.
- 40 HBO students from NHL Stenden.

If you are a RUG or Hanze UAS student who discontinues your studies during the academic year, you can keep your ACLO membership free of charge for the remainder of the year. To do so, you must have been enrolled for at least six months during that academic year. To do so, you are required to have your ACLO membership converted to a Discontinued/Graduated Sports Pass at the Sports Center desk. If you have been enrolled for less than six months, you must pay the remaining fees at the Sports Center desk.

The following are entitled to purchase an ACLO Subscription of €169.95:

- Former students (who have left Hanze or RUG) and who hold a RUG or HANZE student card from the previous academic year.
- Students who have dropped out or graduated during this academic year and have not purchased an ACLO subscription by the deregistration date, please present their proof of registration or deregistration for the current academic year.
- Students at another university of applied sciences, in possession of a valid student card from the relevant institution. This arrangement only applies as long as there is a maximum of ten students per institution.
- Students who graduated from the RUG or Hanze UAS up to three years after graduation.
- Students from another institution who are doing an internship at Hanze University of Applied Sciences or the University of Groningen.
- If someone is not eligible to purchase a sports card under the sports card policy, they can obtain an exemption from an ACLO association to purchase a high-rate ACLO subscription.
- Alumni must present their diploma or certificate, including the graduation date. The rule for alumni is that they are entitled to purchase an ACLO membership for up to three years after graduation.
- Nominations are made by former members of the ACLO Executive Board. There is a maximum of one nomination per person per year. This nomination is made through the ACLO chair.
- Students from other universities or colleges who are doing an internship at the RUG or Hanze University of Applied Sciences, upon presentation of proof that they are doing an internship at the relevant institution.
- Individuals nominated by Sports Center staff during their employment. This policy is limited to one nomination per staff member per year.

The right to a free ACLO subscription, always upon recommendation of the ACLO chairman, includes:

(The "Free Subscription")

- Staff employed at the Sports Centre during the period of employment.
- Students at Dutch universities staying in Groningen for three months or less must present a student card from the current academic year of the institution in question. Proof of

enrollment at the University Sports Center of the university in question must also be presented.

- Current and former ACLO DB members have received an ACLO Gold subscription. This is valid for life, but must be applied for annually.
- Each member of the General Board is entitled to a free ACLO subscription whenever he/she is part of the General Board in the relevant academic year.
- Former members of the ACLO General Assembly who served on the General Assembly for at least two years have received an ACLO Silvercard, which is valid for the first five years after joining the General Assembly. This membership must be activated annually.

The following are eligible for a 1st Semester Subscription valid from September 1st to February 1st and a 2nd Semester Subscription valid from February 1st to September 1st (low rate €59.95 and high rate €134.95):

- Everyone who falls within the sports evidence policy.
- A participant is not covered by the sports certificate policy for a low-rate 1st or 2nd semester membership if they have been registered as a student for less than three months of the validity period of the relevant membership.

The following are entitled to a Summer Subscription valid from May 1st to September 1st (low rate €29.95 and high rate €67.50):

- Non-club athletes who fall under the sports certificate policy. Therefore, it is not possible to become a club member with this subscription.

The most recent sports certification policy is also always available at www.aclosport.nl.

7.2 Exemption scheme

Clubs can accept members who are not eligible for an ACLO membership. These individuals must provide added value or be important to the club. For these members, there's a waiver program, which allows the club member to purchase an ACLO membership at the premium rate.

The procedure is as follows:

1. The association emails the chairman of the ACLO (aclo.voorzitter@rug.nl) which members it wishes to grant an exemption. This should be done by emailing the first and last names, dates of birth, email addresses, and any old ACLO numbers in an Excel file to the ACLO chairperson. An Excel format is available for this purpose and is sent to the associations annually (sent on July 30, 2025).

The number of association members is determined each year based on membership list check 1 in October, added to membership list check 2 in April, divided by two:

$$D(X) = \frac{L1(X - 1) + L2(X - 1)}{2} * 0,055$$

D(X) is the number of exemption subscriptions in year X, (L1(X - 1) + L2(X - 1)) / 2 the average

of the membership numbers as determined in the membership list checks of the previous year. A minimum of 7 exemption subscriptions and a ceiling of 15 exemption subscriptions per association applies. The result of the formula is rounded to whole numbers. The number of exemption subscriptions to which an association is entitled can be requested at any time from the chairman of the ACLO.

2. Club members who have been granted an exemption can then purchase their ACLO membership at the Sports Center reception desk. They will then pay a high-price ACLO membership of €134.95. The next paragraph explains that, since 2020-2021, exemptions can also be requested per semester. Don't forget to inform the members in question! They must also show a valid ID to the reception desk when collecting their membership. The ACLO-800 number given to the exempted member must be passed on to the club for inclusion in the membership list. The deadline for exempted members to collect their ACLO membership is October 29th (the same deadline as the membership list check). Exempted members must have paid for their ACLO membership at the Sports Center reception desk by this date. There is no set deadline for clubs to submit their exemption list to the ACLO. However, please do this well before the membership list check, so that exempt members have time to collect their memberships. Exempt members who arrive after the membership list check must collect their memberships before the deadline for the second membership list check on April 29th (more on this later in this document). We strongly recommend that all clubs encourage their exempt members to collect their memberships as soon as possible, as ACLO memberships will be checked at various sports facilities from the start of the academic year. This also gives the secretary enough time to add exempt members to the membership list via NextGen. Anyone without a valid ACLO membership will be denied access. Therefore, to prevent club members from being denied access, please return the exemption list as soon as possible.

From the 2020-2021 season onwards, associations can also apply for exemption per semester. Members with a waiver must purchase a (first) semester membership. A high-rate semester membership costs €134.95. They count as a half-waiver membership, and the membership can be transferred to another member for the second semester. The deadline for a waiver for the first semester is (like a regular waiver) October 29th, and for a waiver for the second semester, April 29th (LLC2). This must be explicitly stated in the email to the ACLO president.

7.3 Check ACLO subscription

As mentioned earlier in this chapter, the club membership lists are used to check whether all members have a valid ACLO membership. In addition to this check, the ACLO also conducts on-site checks. These checks take place in and around the Sports Centre and the WAS. The ACLO has two goals with these checks. First, it wants to deter members who do not participate in sports activities. Second, the ACLO wants to encourage club members to purchase their memberships early in the year, so this doesn't have to be checked through the membership list check. When many members do not yet have an ACLO membership, checking the membership list is a significant workload for the club boards. Make it clear to your members that they must always

have a valid ACLO membership if they are members of your club!

If an athlete is found to have not purchased a valid ACLO membership, they can pay a €10 fine and immediately purchase an ACLO membership. If the individual does not wish to purchase an ACLO membership, they must pay a €20 fine. To do so, they must be able to demonstrate their eligibility for an ACLO membership. See the ACLO Sports Proof Policy for more information.

Trial members

If you're interested in joining a club but aren't sure yet whether you want to join, you can participate in training sessions up to six times per academic year. If a prospective member is being monitored, the monitor will accompany you to the training session to verify this.

Training members

Training members are members who don't play competitively at the club and only participate in training sessions. These members must also have a valid ACLO membership.

Association trainers

Club trainers who are not employed at the Sports Center and do not have an ACLO membership must be notified by the club to the ACLO chairperson. They will be placed on a list, which also includes the club's time and location. They can then be allowed through whenever they wish to teach.

Black athletes on the fields

In spring and summer, many people who play sports without paying are found in and around the ACLO. This is undesirable, as it causes the facilities and equipment to wear out faster, among other things. The ACLO, and indirectly its members, cover these costs. If you suspect someone doesn't have an ACLO membership, please inform the Sports Center reception desk. The reception desk's phone number is 050-3638063.

Chapter 8: Membership Check

8.1 Introduction

During the membership check, club members of all clubs are checked for an ACLO membership. Members of an ACLO-affiliated club must always hold a full ACLO membership, as ACLO-affiliated sports clubs are subsidized and are allocated supervised or unsupervised hours. The allocation of hours and subsidy distribution is based on the number of members your club has. More members also means more supervised and/or unsupervised hours and subsidies. Therefore, it is in your best interest to ensure your membership list is complete before the deadlines. The 2025-2026 membership count will be based on two membership checks. The deadlines are scheduled for the following dates:

The first LLC is October 29, 2025 at 12:00 noon.

The second LLC is due April 29, 2026 at 12:00 noon.

8.2 What is your task as an association board with regard to checking the membership list?

NextGen is the software system used to maintain the membership list throughout the year. This system allows you to check which members already have an ACLO subscription and which don't. The "Membership List Check Procedure" describes in detail how to maintain and check the membership list in this system. You will receive this manual at the beginning of the academic year. An information meeting will also be held for all association secretaries to explain the process for checking the membership list.

It's helpful to know in advance that members are only visible in the system once they've logged in to the ACLO app or website with their student number and password, or once they've purchased an ACLO membership. Has a new member registered with your association? Make sure they're immediately informed (for example, via a registration confirmation email) that they need to purchase an ACLO membership.

Finally, as an association, you must submit the membership list you use as an association before the membership list check deadline. This is the official export from the system the association uses to manage its members.

8.3 What happens on the membership list check deadline?

On the membership check deadline, the ACLO secretary will print out each association's membership list. The membership numbers of all associations printed by the deadline will be included in the time allocation and then later in the year in the subsidy distribution. In addition to recording the membership numbers, a check is also made at the time of the deadline to determine which members have not yet purchased an ACLO subscription.

Granting an extension for the deadline is absolutely not possible! Technically, the check can only be performed for all associations simultaneously. If one association's list is submitted too late, the entire process of checking membership lists, allocating hours, allocating hours, distributing

subsidies, and scheduling will be delayed. This naturally causes such significant problems that the ACLO cannot grant an extension for this deadline.

8.4 What happens after the membership list check deadline?

If the membership list is submitted late, a €50 fine will be charged. For members who have not yet purchased an ACLO subscription by the membership list check deadline, an ACLO subscription will be purchased centrally through the ACLO. This is called "Central Purchasing." The association will receive a central purchasing invoice for members who have not purchased an ACLO subscription by the deadline. The invoice consists of €15 for an incorrect list, plus an additional €5 for each incorrect person on the list. If the membership list is submitted late, a €50 fine will be charged. The maximum fine is €250.

The DB reserves the right to carry out further checks on a number of randomly selected associations. This includes requesting name and address information, contact details, comparing the membership list with the team composition and/or with lists from the CUOS and/or the association of the relevant sport, and requesting a breakdown of membership fee income. The purpose of this additional verification is to prevent abuse.

8.5 Second membership list check and half-year subscription

At the AB meeting of May 18, 2017, the board unanimously voted to introduce a six-monthly subscription for both affiliated and independent athletes. The ACLO's allocation of hours and subsidy distribution is based on the membership numbers of clubs, which are measured during the membership list check. With the introduction of a six-monthly subscription for affiliated athletes, membership numbers can no longer be based on a single membership list check. This will mean that two measurement points will be needed to determine the membership numbers of the clubs.

Two membership list checks will again influence how membership numbers are factored into the associations' time allocation and subsidy distribution. The membership count used for time allocation and subsidy distribution will be based on the average of the previous year's membership (LLC second half-year) and the current year's membership (LLC first half-year). Time allocations and subsidy distributions will be based on the second membership list check of 2024-2025 and the first check of 2025-2026. The average of these checks will be used for the time allocation and subsidy distribution for 2025-2026.

8.6 Other points of attention regarding membership list check

Switch RUG/Hanze

If an association member switches between the RUG and Hanze UAS, this will affect their account in the DMS membership list. The old account (linked to the previous educational institution) may still be listed, making the ACLO subscription on the new account (linked to the new educational institution) invisible. This could result in an unjustified fine. Prevent this by informing your members that they must report any change in educational institution to you. The association's membership list should include the account active at the time of the membership check.

SPR athletes

Members of the University/Hanze University of Applied Sciences Staff Sports Association (SPR) are not allowed to become members of a student sports association unless they purchase a dispensation subscription. It is your responsibility to communicate this clearly to SPR members. Please note that the discounted membership fee will be deducted from the total number of discounted memberships the club is entitled to. Please note that members with an SPR membership do not have the correct membership to join a club. If SPR members without a discounted membership join a club, a €15 fine will be charged.

Graduated students

Students may purchase an ACLO membership up to three years after graduation. If someone does have an ACLO membership, a €15 fine will be charged, and the person's membership must be terminated.

Chapter 9: Allocation of hours

Every year, in January, February, and March, the time allocation process for clubs takes place. This process determines how much training space the clubs will have available for the following year and how much staff the ACLO and the Sports Center will provide for these training sessions. The allocation of hours is based on the 1.5-hour model. This model aims to have every athlete participate in training for 1.5 hours per week. The 1.5-hour model works according to the following formula:

Maximum number of hours of training for an association = ceiling = (number of members/parameter) * 1.5 hours.

The ceiling is the maximum number of hours a club can be allocated by the ACLO. The club's membership is based on the second membership list check of the previous academic year and the first membership list check of the current academic year. The membership number represents the number of ACLO season ticket holders per club for which a subsidy is received. The parameter refers to the number of athletes that can be supervised at a recreational level by one instructor, taking into account available space, safety, quality, and personal guidance.

The time allocation process begins with a membership check to determine the number of members per club. Shortly after the check, the time allocation process takes place. During the time allocation process, the available staff at the ACLO and the Sports Center are divided among group lessons, open hours, courses, and club hours. After the time allocation process, the total number of training hours per week available to the clubs from a sports instructor at the Sports Center is determined. For 2025-2026, over 455 staff hours have been allocated among the 49 ACLO clubs.

After the time allocation process, the actual time allocation process can begin. The ACLO uses a complex Excel file for this allocation: the Subsidy Distributor. Several variables are entered into the Subsidy Distributor, including the number of members and the association's parameter (To change the parameter, see 8.1.1a). The Subsidy Distributor then calculates an association's ceiling. This is the number of hours the association should receive from the ACLO under the 1.5-hour model. The problem here is that the Sports Center does not have enough staff to offer supervised training to every association under the 1.5-hour model. Therefore, during the time allocation process, supervised (accommodation + staff) and unsupervised hours (accommodation only) are allocated.

In December, all clubs will receive an application form for supervised and unsupervised training hours. This form will allow clubs to indicate their desired number of hours for the coming season. An information evening will be held in December to discuss the hour allocation process and provide further explanation of this application form. The application for the number of hours is extremely important. The ACLO assumes that this application reflects the club's total training hour needs. Therefore, please complete this application form carefully!

Based on the association's application, the Grant Distributor then allocates the supervised and unsupervised hours. The program distributes supervised hours until all available Sports Center staff hours have been allocated. Then, the unsupervised hours are distributed. The total number of supervised and unsupervised hours for an association can never exceed the ceiling.

Once the Grants Officer has allocated all the hours, the ACLO and the Sports Center review the results and assess their reasonableness. If the ACLO and the Sports Center find a valid reason to deviate from the Grants Officer's proposed allocation, the results can be adjusted. Reasons may include poor training attendance, excessive drop-off or profit compared to previous years, or a shortage of accommodations. The number of supervised hours allocated compared to previous years can increase or decrease by a maximum of two hours. Once the ACLO and the Sports Center have implemented the adjustments, the General Board must give final approval to the allocation of hours. Once this is done, the allocation is final and cannot be changed.

Please note: the time allocation is important for the association, so please complete the application form thoroughly and on time, and ask any questions you have. We're happy to help. After the General Board's decision, the time allocation is final and cannot be changed!

9.1.1 Provision of sports leaders and accommodation

The ACLO uses the 1.5-hour model to determine the number of hours of coaching and facilities. This means the ACLO aims to enable every athlete to practice their sport for 1.5 hours per week. The ACLO uses this model to achieve the best possible distribution of training hours for all ACLO athletes. However, due to the lack of facilities, it is not guaranteed that every club will actually have access to the promised number of hours according to the 1.5-hour model.

When changing the number of hours, the following aspects are taken into account:

- The occupancy rate of the current hours.
- An association's training efforts. There must be a clear need for additional support, accommodations, and funding.
- The relationship with other associations.
- The relationship with the unaffiliated athletes.
- The sport's parameters. (This parameter refers to the number of athletes a single instructor can supervise at a recreational level, taking into account available space, safety, quality, and personal guidance.)
- The number of members.

9.1.1a Procedure parameter

The parameter represents the number of recreational athletes a single instructor can manage, taking into account available facilities, safety, quality, and personal guidance. Formulated, this represents the average between the ideal and maximum number of athletes in a group per training session within a sport.

$$P = \frac{\text{Parameter:} \quad (\text{Max. aantal sporters onder 1 docent} + \text{Ideaal aantal sporters onder 1 docent})}{2}$$

The parameter figures are determined by consulting with the relevant association, requesting information from relevant sports leaders, objective knowledge, input from the association in question, and ultimately the subjective assessment of the sports coordinator of the Executive Board. A reduction has such a significant impact on the hour allocation that the maximum number of hours allocated based on the 1.5-hour model is increased. This can have a positive impact on the actual hour allocation for the association in question.

A request to change the parameter must be well-reasoned and submitted before the deadline.

9.1.1b Scheduling

Regarding the actual scheduling, group lessons, open hours, and courses are scheduled first (prime time). Clubs using small halls are scheduled around these times. Other accommodations are provided in blocks to the core instructors of the departments, who then schedule the underlying clubs in consultation with the department and the clubs in question. Training hours from the allocated hours are scheduled first, followed by free sports hours, and then any additional rented hours, if there is still accommodation available. Teams that train twice a week are scheduled once early and once late (if possible). Sports with a continuous nature (40 weeks) are prioritized for shorter requests (e.g., korfbal). The entire schedule will be finalized by early July.

The SC, in the name of Niels van den Bovenkamp (Director of the Sports Center), is responsible for scheduling, with the ACLO only allocating the hours. For scheduling matters, please always contact Peter Zweistra (p.zweistra@rug.nl).

9.1.1c Stair system

In the tiered system, members of associations are divided into different tiers based on their membership. Each association receives the same amount of support for the portion of its members in the first tier. As an association grows in membership, it receives less and less support for members in the higher tiers. Each tier has a percentage that indicates the percentage of supervised hours that will be allocated. With each tier up, this percentage decreases, resulting in relatively fewer supervised hours allocated for this portion of the membership.

The idea behind the tiered system is to protect small clubs and limit the rapid growth of large clubs. It also makes the allocation of hours more objective.

Chapter 10: Subsidies

This chapter will explain in detail the ACLO's options for supporting associations with subsidies. Subsidies from other organizations will then be discussed.

10.1 ACLO subsidies

The ACLO can award subsidies for certain student sports events or projects, as described in the ACLO's HR, Chapter 15: "Subsidy Awarding." Below is an overview of the different types of subsidies:

1. Material subsidy
2. Accommodation subsidy
3. Guided training
4. GNSK subsidy procedure
5. EUC/WUC participation subsidy procedure
6. Warranty subsidy
7. HWS subsidy
8. Top sports scheme
9. Course fee
10. Start-up grant
11. Loans
12. CUOS Subsidy
13. Subsidy Municipality of Groningen

10.1.1 Material subsidy

The ACLO provides equipment for the clubs' training sessions. Depending on the location, nature, wishes, and preferences of the club and the ACLO, this subsidy is awarded through the direct provision of equipment or through a financial subsidy. The starting point for both direct and financial subsidies is the provision of equipment necessary for the smooth running of a training session. Depending on the sport, the ACLO provides a portion up to 100% of the cost of the necessary equipment. If a club wishes to receive an equipment subsidy, an application must be submitted to the ACLO sports coordinator before 12:00 noon on December 16, 2025. The DB will provide application forms for this purpose. This application for an equipment subsidy must be submitted together with the application for hours for the following academic year. The subsidies are paid out in March. and June of the following academic year.

The application must include:

- Argumentation request
- Material costs in recent years
- Expected growth in applications in the coming years
- If it concerns a new subsidy, a comparable cost estimate from another association

If associations require a large expenditure on materials, they can use the advance payment program. This will advance the materials subsidy for future years. A valid reason for this must be

provided, and the request should be submitted to the ACLO's external coordinator.

If a new association joins the ACLO during a foundation year, the deadline for applying for a materials subsidy has already passed. In this case, the association in question can still apply for a materials subsidy, provided there are still a significant number of months remaining in the foundation year before the new foundation year begins. For more information, please contact the ACLO's external coordinator.

10.1.1a Basic rules for material recalibration

The materials subsidy is recalibrated for each association every three years. The recalibration is based on the following basic rules.

- Storage is included in the equipment recalibration. If a club needs to purchase its own storage because there is no equipment storage available at the sports venue, an equipment subsidy can be provided.
- Materials for novice members/participating members are subsidized. The amount is 25% of the parameter.
- Additional equipment for strength or conditioning training (e.g., treadmills, resistance bands) is not subsidized. Only equipment essential for the sport is subsidized.
- First aid supplies are not subsidized. This is the responsibility of the accommodation.
- When clubs use the same materials, each club receives the full subsidy to purchase these materials for itself. Therefore, there's no need for clubs to share materials.
- Associations all receive the same amount of compensation for the same material.

10.1.2 Accommodation subsidy

An association is eligible for accommodation subsidies for the hours allocated by the ACLO. Depending on the sport, the ACLO subsidizes a portion up to a maximum of 98% of the accommodation costs. In some cases, the ACLO advances the bills. In this case, after the entire accommodation has been advanced for a year, the ACLO will assess whether an association has exceeded the allocated accommodation subsidy amount. If so, the association will receive an invoice for the excess amount. In other cases, where the associations pay the bills for the rented accommodation themselves, the ACLO will pay the subsidy directly to the association in the same installments as the equipment subsidy.

A request for accommodation outside the Sports Center must be included in the time request, which must be submitted to the ACLO sports coordinator by 12:00 noon on December 16, 2025.

The application must include:

- Cost per hour of external accommodation
- Subsidy from previous years;
- Wishes for the coming years.

10.1.3 Supervised training above 50% of the ceiling

Of all supervised hours awarded above half the association's ceiling, 85% is subsidized. Up to

half the ceiling, 100% is subsidized. If the time request indicates that associations do not wish to use all supervised hours up to the ceiling (see Chapter 9, Hour Allocation), only all supervised hours used above half the association's ceiling will be subsidized at 85%.

Clubs can choose to work with club trainers instead of trainers appointed by the SC. This can reduce the cost of supervised training hours for them.

10.1.4 GNSK subsidy procedure

Every year, a Grand Dutch Student Championship is held under the auspices of SSN. The GNSK is a large tournament consisting of approximately 14 different sports. To provide a sense of unity for the Groningen delegation, the ACLO provides GNSK clothing. The ACLO also provides a participation subsidy to GNSK participants.

For more information on NSKs, GNSKs, ESKs and WSKs, see Chapter 11: NSK, GNSK, EUC and WUC or visit www.studentensport.nl, www.eusa-unisport.org or www.fisu.net.

10.1.5 EUC/WUC participation subsidy procedure

The international sports organizations EUSA and FISU organize European University Championships (EUC) and World University Championships (WUC) in various sports. The sports organized during an EUC and WUC are both individual and team competitions. The winners of an NSK or GNSK are usually eligible to participate in an EUC or WUC.

If a team or athlete from Groningen is participating in an EUC, WUC, or Universiade, they can apply for a participation grant from the Topsportfonds. Costs can be covered. Grant applications require an estimate for transportation, registration, and accommodation expenses. These costs can be partially reimbursed by the Topsportfonds. Reimbursement from the Topsportfonds will be subject to certain conditions, such as participation in the GNSK for the Groningen team. Failure to comply with these conditions may have consequences. Therefore, always carefully read the grant application. For more information, please contact the ACLO's external coordinator. If athletes believe they can participate in an EUC/WUC/Universiade, it is recommended to do so as soon as possible.

10.1.6 Guarantee subsidy

The ACLO offers a guaranteed subsidy for projects and events. Subsidies from this fund are guaranteed subsidies and are only paid out if the project or event subsequently faces financial difficulties.

Request:

Applications for funds from this fund must be submitted in writing to the ACLO Treasurer at least two months prior to the event.

The request includes:

- A motivation;
- A budget for the project with, if available, a settlement for the previous edition of the event;

- An explanation of that budget.

The budget clearly distinguishes between sports and recreational activities, such as parties. Recreational activities are not eligible for subsidy. The explanatory notes clearly state the contributions of participants, the association, and individual third parties per organization. The guaranteed subsidy may not be included in the budget. The application's rationale must state the project's target group.

Award:

The award is conditional, based on the aforementioned criteria. Furthermore, the subsidy will not be awarded based on budgets that show a deficit or where the ACLO guarantee subsidy has been budgeted in advance. In addition to these criteria, the ACLO Executive Board may use any reasonable argument to withhold the subsidy. Awarding is based on the amount spent on sports activities. A maximum of €230 is awarded per application. The guideline for this amount is 10% of the amount spent on sports activities. This is a standard rate for reserves and guarantees.

Settlement:

The ACLO will issue a final settlement within two months of the project or event. The same criteria as the budget apply to this settlement. Furthermore, the settlement must be based on the budget, and the budgeted amounts for each item are listed for comparison. Based on the achieved results, the settlement includes a subsidy payment application. This application must include an explanation for not meeting the budget. The application must reach the ACLO treasurer no later than two months after the event. The ACLO treasurer will then randomly request a breakdown (including invoices) for one or more items, which must then also be submitted. Payment will be made solely on the basis of the final settlement. The maximum amount covered is the project's deficit. Furthermore, no more than the allocated amount will be disbursed.

10.1.7 HWS subsidy (Higher Competitive Sports subsidy)

The HWS project supports clubs that compete at a high level. The guideline for this is the second-highest senior level in the Netherlands, provided the sport is designated as a top-level sport on the "List of Top-Level and International Competitive Sport Disciplines 2021-2024" up to and including 2024 or on the "Classification of Top-Level Sport Disciplines 2025-2028" from 2025 onwards (with the exception of men's football, which is considered the second-highest amateur level). The association's standards are used to determine the second-highest senior level in the Netherlands. The HWS subsidy was established to encourage higher-level competitive sport for ACLO clubs.

The ACLO, together with the Sports Centre, has a budget from which these clubs can be supported. Clubs affiliated with the ACLO and potentially eligible for HWS funding will receive a letter in May from the ACLO's external coordinator and Cees Reitsma of the Sports Centre. This letter will offer them the opportunity to submit a grant application for Higher Competitive Sports.

This grant application must meet a number of criteria:

- The application must be based on compensation for the higher costs of training teams or individuals to perform at a high sporting level, as described above.
- The application must initially be based on compensation for the trainer/coach for the extra time and money invested in training and coaching the team or individual. Any other plans that benefit the high-level team or individual will be eligible for this subsidy after consultation with the ACLO and the SC.
- The application must include a cost estimate for HWS (not the entire club budget). This must demonstrate that the club itself is also allocating financial resources and time for the teams or individuals in question.

The HWS application must be submitted before Wednesday, May 27, 2026.

Award:

The grant will be awarded in June by letter from the ACLO's external coordinator and Cees Reitsma, based on the aforementioned criteria. In addition to these criteria, Cees Reitsma, the ACLO's external coordinator, and Niels van den Bovenkamp, director of the Sports Centre, may use any reasonable argument to withhold the subsidy. The awarded subsidy can be used directly to reimburse a coach for higher-level teams, for example, by a coach appointed by the Sports Centre. However, a club can also choose to use the subsidy itself. In that case, the club must declare the costs incurred on behalf of HWS itself, by sending an email to the ACLO's external coordinator and Niels van den Bovenkamp, director of the Sports Centre. For HWS, a maximum of €1,333 per hour of coaching or €2,666 per two hours of coaching per week will be awarded. The amount of the HWS subsidy will be determined in consultation between the external coordinator and Cees Reitsma of the Sports Centre. The subsidy awarded for a club's higher-level competitive sport is valid for one year and must therefore be reapplied for annually before the HWS subsidy can be awarded.

Settlement:

When submitting the expense claim to the Sports Center director, a receipt or invoice for the purchased item must clearly demonstrate that the expense is for the benefit of the club's high-level team or individual. This only applies if the HWS subsidy has been awarded and if it has been agreed that the club can declare the relevant receipts or invoices.

Additional condition

Because the ACLO and the Sports Centre contribute to high-level competition through the HWS, they also ask for something in return. In addition to the established criteria, applying for HWS funding is subject to a condition. If Groningen is able to compete in the sport practiced within your association during the 2026 Great Dutch Student Championship (GNSK), the team receiving the HWS funding within your association will be obligated to participate in the 2026 GNSK upon request from the ACLO or the Sports Centre. Failure to meet this condition will have direct consequences for your future HWS applications. Exceptions may be made for teams with potential competition obligations on the GNSK playing dates. Such exceptions will be assessed by the external coordinator and the Sports Centre. This assessment is not up to the association.

10.1.8 Top sports scheme

Together with the Sports Centre, the RUG and the Hanze University of Applied Sciences, the ACLO has the Student Top Sports Fund.

In addition to the HWS subsidy, this fund offers opportunities for athletes who compete at the highest amateur level in their branch of sport.

The application can only be submitted for a sports team (or teams) at the highest amateur level. A single team cannot simultaneously receive support from both the top sports fund and the ACLO/SC budget for Higher Competitive Sports.

A single applicant can apply for support from the fund for specific teams and for support from the Higher Competitive Sports budget for other teams.

An application for support with resources from the fund can be made by:

- The board of a student sports association affiliated with the ACLO
- Several boards of student sports associations affiliated with the ACLO
- The board of a foundation established by one or more boards of ACLO student sports associations with the aim of facilitating one or more student top sports teams.
- An individual athlete.

To submit an application, the association must submit the following documents:

- Application form
- Current year's activity plan, including planning and budget
- Accountability for last year + financial report
- Multi-year plan + multi-year budget

The documents must show that the association itself also reserves financial resources to support the team in question.

If ACLO athletes are sent to an EUC, WUC, or Universiade, they can also apply for funding from the top sports fund. Costs can be covered. For more information, please contact the ACLO's external coordinator, Cees Reitsma (crreitsma@rug.nl) or Arjan Taaij (a.taaij@pl.hanze.nl).

10.1.9 Course fee

Several clubs take advantage of the opportunity to offer courses for the ACLO. This provides a great opportunity for clubs to introduce students to their sport and attract new members. It's possible to receive a contribution towards the cost of the course. The reimbursement depends on factors such as the number of participants, level/structure, and the quality of the course. To qualify for this reimbursement, an application must be submitted to the sports coordinator before the course begins, including an overview of the expected costs and a course outline.

NB: Associations that provide a course during their own training hours are not eligible for costs already subsidized by the ACLO, such as rental of the accommodation.

10.1.10 Start-up grant

New associations can receive a start-up grant from the ACLO. This is intended to cover the initial costs of drafting the articles of association. In addition, if necessary, associations can apply for a one-time start-up grant to purchase materials. Contact the ACLO's external coordinator for more information.

10.1.11 Loans

The ACLO may grant a loan to an association on very rare occasions. This is only permitted if the association's continued existence would otherwise be jeopardized. Loans are only granted to associations that are permanently recognized by the ACLO. If you believe your association qualifies, please contact the ACLO treasurer.

10.2 Subsidies CUOS (Central Implementation Body for Student Organizations)

The CUOS, established in 2005, is the umbrella organization for facilitating student organizations. It advises the Executive Board on the University of Groningen's policy in this area and provides subsidies and housing to recognized student organizations. It advises the Executive Board, both solicited and unsolicited, on the university's policy regarding student facilities and student organizations. It also advises on a multi-year vision and guidelines to be established by the Executive Board. Support for sports organizations is provided through the umbrella organization ACLO. Sports organizations are not eligible for organizational subsidies or housing from the CUOS.

As a sports club, you are eligible for recognition from the University of Groningen (RUG) and the StOF (State Foundation for Sports and Recreation). See Chapter 15 for more information.

CUOS also offers internationalization/inclusion, for which sports clubs are also eligible. The maximum amount that can be requested is €1,000. See the CUOS website for more information. <https://www.rug.nl/about-ug/organization/administrative-organization/advisory-committees/cuos/internationaliseringssubsidie/>

10.3 Subsidies Municipality of Groningen

In addition to the ACLO, the Municipality of Groningen also has a number of subsidy schemes in the field of sporting events.

The Municipality of Groningen can grant a subsidy if the budget shows that the expenditure is not covered by the income.

The Municipality of Groningen has the following guidelines for this:

1. Only sports clubs affiliated with a national sports association are eligible for subsidy.
2. The project/event must have added value for the Municipality of Groningen.
3. The subsidy must be applied for at least two months in advance.
4. The statement must be submitted within three months after the end of the event.

The Municipality of Groningen has no fixed guidelines for the subsidy amount. The following

factors may play a role:

1. The size of the budget and the share of the deficit in it.
2. The contribution that the organization itself makes.
3. The size of the sponsorship and the participants' own contributions.
4. The degree of impact the event has on the Municipality of Groningen.

Chapter 11: NSK, GNSK, EUC and WUC

11.1 NSK (Dutch Student Championship)

Dutch Student Championships are organized in various sports. These NSKs are organized under the auspices of Studentensport Nederland (SSN). The goal of an NSK is to have the best student athletes in a specific sport compete for the title of Dutch Student Champion. SSN holds the patent on the name NSK. Therefore, organizing an NSK is only permitted with SSN's permission. NSKs are recognized as official competitions. This means, for example, that records achieved during an NSK will be officially recognized. There are both individual NSKs and NSKs for team sports.

Clubs can organize an NSK. An NSK is always awarded by the SSN to an OSSO (Umbrella Student Sports Organization), such as the ACLO. Therefore, the club must always first contact the ACLO for this request. The SSN has an NSK manual for organizing an NSK. Furthermore, there are often scripts from previous organizing committees. Contrary to what is stated in the SSN documents, the ACLO is not financially responsible for the awarded NSK. The organization is the responsibility of the club. The ACLO can provide advice on the organization and can assist with promotion and the general structure of the organization.

Application deadlines	
My NSK takes place:	My NSK application deadline:
Between August 1st and November 1st	February 1st
Between November 1st and February 1st	June 1st
Between February 1st and May 1st	September 1st
Between May 1st and August 1st	December 1st

SSN uses the application deadlines below, so make sure you apply for an NSK on time.

Step-by-step plan for NSK approval:

- 1) Contact SSN (Student Sports Netherlands) and request the form.
- 2) Fill out the form (have the organizing committee do it).
- 3) Draw up a budget and have it approved by the ACLO internal coordinator.
- 4) After approval of the budget, the form can be sent/delivered to the ACLO office to the internal coordinator (ci@aclosport.nl). After you have confirmed in writing (by email) that you are financially responsible for the NSK, the forms will be signed by the deputy director of the Sports Center, Niels van den Bovenkamp, and the ACLO internal coordinator.
- 5) Finally, the form must be sent to SSN by the association itself.

Sending students to NSKs is important for raising the profile of Groningen student sports. The ACLO's goal is to send the strongest team from Groningen.

The contact person for the NSKs within the ACLO is the internal coordinator.

They can indicate whether a specific NSK has already been organized in a given year, which sports have NSKs, and whether NSKs are permitted in certain sports. They can also always ask for advice on any questions about an NSK. **Please note: the general SSN subsidy award has been discontinued! SSN has chosen to replace this with a guaranteed subsidy of up to €500 for new initiatives. This means NSKs that have not been organized in the past five years.** Please contact the ACLO internal coordinator for the current status of the SSN subsidy payments for organizing an NSK.

Only students from an institution affiliated with the SSN are eligible to participate in an NSK or GNSK. This includes all university students, but not all university of applied sciences students. Some universities of applied sciences are not affiliated with the SSN. However, students from Hanze University of Applied Sciences are welcome to participate in NSKs and GNSKs.

11.2 GNSK (Great Dutch Student Championships)

Every year in a different student sports city the GNSK is organized. The GNSK is one of the largest student sports events of the Netherlands. Every year, approximately 1,400 students compete in teams from SSN-affiliated sports councils in at least ten selected National Student Championships (NSKs) for the title of "Grand Dutch Student Champion." The participating teams are often top-level. Of the approximately fifteen sports featured in the GNSK, no separate NSKs can be organized that same year. However, it should be noted that some sports include indoor or team (outdoor or individual) variations at the GNSK. Besides sports, the GNSK is also an event with social activities. The 2026 GNSK will take place in Amsterdam from 5 to 7 June.

The ACLO sends teams to this national student championship every year. A sports leader from the Sports Center is appointed as team leader, and this person then determines the team selection. We at the ACLO would like to emphasize the importance of sending a strong delegation! A strong delegation is a great opportunity to profile Groningen as a student sports city and the ACLO as a sports organization. Therefore, we ask for your commitment and cooperation if we approach you to send a team. If your association receives an HWS subsidy, participation in the GNSK is mandatory! We hope you realize how important the GNSK is for the profile of Groningen, the University of Groningen/Hanze, the ACLO, and your own association/team.

The contact person for the GNSK within the ACLO is the internal coordinator. For questions, please email: ci@aclosport.nl

11.3 EUC (European University Championship)

EUCs are often organized under the auspices of the relatively new European sports governing body EUSA. Qualification options vary by sport, but generally, this is achieved by winning the NSK or GNSK. For Groningen qualifiers, the ACLO maintains contact with SSN International, which organizes the Dutch broadcasts. Qualified teams are advised to contact SSN International themselves. To participate in EUCs, a subsidy can be applied for through the top sports fund (see also section 9.1.6).

EUCs are organized through SSN. The ACLO can advise on setting up such a large event. For more information, please email:ci@aclosport.nl

11.4 WUC (World University Championship) and Universiade

A step up from an EUC is a WUC or a Universiade. Assigning students to these WUCs is generally the responsibility of the federation. In exceptional cases, the ACLO will intervene in the assignment of students to WUCs and also provide subsidies for this (see also section 9.1.6).

A WUC is organized through SSN. The ACLO can advise on setting up such a large event. For more information, please email:ci@aclosport.nl.

The Universiade is the Olympic Games for students. A winter and summer edition of the Universiade are held every two years. Students who wish to participate must meet a certain eligibility limit set by NOC*NSF in collaboration with the relevant sports federation. These bodies arrange selection and broadcasting.

Chapter 12: PR Opportunities

12.1 ACLO website

The website www.aclosport.nl is the foundation of all information about the ACLO. The website contains information about the ACLO (courses, group lessons and open hours, reservations, membership prices, etc.) and about all sports clubs. Each club has its own page that also links to their websites. Clubs can submit their own text at www.aclosport.nl. For more information, please email cp@aclosport.nl.

12.2 Sport of the Week

Every Monday, a promotional video or photo with a short text about a specific sport offered by the ACLO will appear on the ACLO website and social media, under the banner of Sport of the Week. Clubs are welcome to use this feature; it's a fun way to promote your club at a crucial time of the year. Send an email to cp@aclosport.nl. To reserve a week for this, please send a short text (bilingual, English and Dutch) and a fun video or photos to the ACLO PR & Marketing Coordinator a week in advance.

12.3 Noticeboards

All clubs have their own noticeboard in the ACLO Sports Center. Last year, each club was asked to provide a poster. These posters were paid for by the ACLO and are displayed in the same size in our hallway. If your club has a new poster installed, you are responsible for the cost. For questions about the size or printing address, please contact the ACLO PR & Marketing Coordinator.

12.4 KEI Sportplaza

The Sportplaza is an annual event during KEI week, organized by the KEI in collaboration with the ACLO. On this day, the ACLO and KEI provide a stand at the ACLO Sports Center to promote their sports club to first-year students. The ACLO covers the rental costs for this stand. This day is very important for the clubs, as most first-year students use it to explore the various student sports clubs. Therefore, it's crucial to make a good impression on this day. For more information, please email: ci@aclosport.nl.

12.5 Digital ACLO newsletter

A digital newsletter is sent to all ACLO members approximately eight times a year. This newsletter is sent by email and contains all kinds of information about the ACLO, its activities, and its clubs. The goal is to send the mailing list every academic term. Clubs may submit two newsletter announcements per year. These must be bilingual (Dutch and English) and contain a maximum of 100 words. Announcements can be submitted by email: cp@aclosport.nl.

12.6 Social Media

The ACLO uses Facebook and Instagram. Clubs can promote themselves through these channels, for example, to promote a fun event. You can email us for this purpose at: cp@aclosport.nl. Please note that the submitted text must always be in both Dutch and English.

You can also share a story or post on Instagram or Facebook by tagging @aclosport; we can then repost it if it's relevant information. This is especially useful for open training sessions or events for non-members, allowing us to reach more students!

Chapter 13: Liability and Complaints

13.1 ISR

The ACLO joined the Institute for Sports Jurisdiction (ISR) in August 2024. Previously, reports regarding social safety were handled by the ACLO's Executive Board/Executive Board. Since it was deemed undesirable for an (inexperienced) student board to decide on complex cases, it was decided that the ACLO would join the ISR.

The ISR contributes independently to a safe and fair sports climate by implementing disciplinary law for more than 80 affiliated sports organizations in the Netherlands.

The ISR investigates reports of alleged violations and objectively assesses whether there is inappropriate behavior in sports. Prosecutors commission investigations and review reports of suspected violations. Disciplinary and arbitration committees objectively and independently assess the reports and disputes submitted to them. Topics handled by the ISR include sexual harassment, doping, match-fixing, and other forms of inappropriate behavior such as violence, discrimination, and intimidation. In addition to disciplinary proceedings, the ISR can administer justice through arbitration or mediation. The ACLO is affiliated with the domains of sexual harassment and general disciplinary law, meaning that the ACLO and affiliated associations can only submit reports regarding these subdomains. The disciplinary regulations for these subdomains can be found at <https://www.isr.nl/onderwerpen>.

There is a mandatory reporting requirement regarding the subdomain of sexual harassment. This means that if the ACLO or an ACLO sports club receives a report of sexual harassment, they are obligated to report it to the ISR. A report can be filed via <https://www.isr.nl/meldingen/melding-maken>. For a sports club affiliated with the ACLO, it is important to specify the ACLO as the sports association on the form.

If the ISR decides to accept the case, an investigation will be conducted and a settlement proposal will initially be made. This is free of charge. If this is not accepted, a disciplinary case will be initiated. The costs for this are €500 and are covered by the losses incurred in the disciplinary case.

If you have any questions, please look at <https://www.isr.nl/> or email the secretary of the ACLO (aclo.secretaris@rug.nl).

13.2 Complaints

The ACLO and the Sports Center strive to offer a high-quality sports package to their members. However, it may happen that a person or organization is not entirely satisfied with the facilities, the services, the sports offered, or something else. This can lead to a complaint. The ACLO Executive Board has established a complaints procedure to handle complaints. The complaints form is available at the Executive Board's office and on our website www.aclosport.nl via the Contact button and then the Complaints button. The complaints procedure can be found in the

Rules.

Chapter 14: Association Trainers Project

14.1 General

The Association Trainers Project (PVT) was established based on the ACLO's goal of improving the physical activity of sports license holders. During unsupervised sessions at clubs, lessons are regularly given by uncertified, untrained trainers. These are often students from the higher-level teams. The Sports Center and the ACLO believe the quality of these trainers is crucial. Therefore, the ACLO provides a subsidy to clubs to provide training for their club trainers.

The initiative for using the PVT lies with the clubs. They are responsible for seeking out participants and training opportunities, with the ACLO acting proactively in this regard. For club members aspiring to become coaches, the PVT is a great option, as they receive a subsidized course, and the club can improve the quality (and potentially safety) of their training through the project. Coaching programs are available for many sports through the relevant sports association, and the Sports Center also offers training for some sports. A clinic can also meet the requirements.

14.2 Procedure

1. Application

Once an association has found a course opportunity and participants, a subsidy application can be submitted throughout the year, but always before the course begins, to the external coordinator of the Executive Board. The best way to do this is by email: ce@aclosport.nl. For sports in which multiple clubs are affiliated with the ACLO, a joint subsidy application can be submitted (preferably).

The application must contain the following elements:

- Who will be taking the course?
- What is the content (purpose, qualification, content) of the course?
- What will the students contribute to the association after completing the training?
- What does the course cost (detailed) and what is the desired subsidy amount?
- Approval of the core teacher, if the association falls within a department.
- Timeline that indicates the period within which the project is expected to be completed.

2. Conditional award

Based on the grant application, the ACLO will issue a conditional award for a specific amount. The conditional award includes several conditions that the club or the participants must meet. In any case, the participants must remain with the club as coaches for two seasons after the course, and the club must conduct an evaluation of the project after the course.

The ACLO only reimburses direct course costs, not accommodation, transportation, literature, or trainers' salaries. Furthermore, the ACLO has a maximum contribution of €300 per participant, and if the course costs are high, a contribution from the association and/or participants may be required. The PVT is generally awarded on a 1/3-1/3-1/3 basis. This means that the participant,

the association, and the ACLO each contribute 1/3 of the costs.

3. Evaluation + invoice

Once the course is completed, the association must submit a project evaluation to the external coordinator. The external coordinator will set a deadline for this. If this deadline is not met, the grant will expire and cannot be disbursed. Therefore, as the association board, be clear with the student: if they do not complete the course within the set deadline, no grant can be disbursed. The evaluation must include the following:

- The course progress can be written by the association and/or the participants themselves. Did the participants pass, and what is their added value to the association?
- Indication of how long the association has benefited/will continue to benefit from the students.
- Cost overview and final statement. The invoice must also be included. The association's account number must also be visible. If it is not included, the association must include it in the evaluation email.

4. Final award

If the evaluation is deemed satisfactory, the ACLO will issue a final grant award. If all conditions of the conditional award are met, the full, conditionally awarded grant amount will be disbursed. However, the ACLO reserves the right to award less grant than was conditionally awarded if the project has not progressed as expected. The final award marks the end of the project.

5. PVT obligations

- The ACLO requires that club trainers remain available for the club for at least two years after applying for the PVT subsidy.
- If a club trainer wishes to join the Sports Centre within the set period of one year, this must be done in consultation with the External Coordinator of the ACLO Executive Board.

If you have any questions, please contact the External Coordinator of the Executive Board via ce@aclosport.nl or 050 - 3634641.

Chapter 15: Management grants

Managing a student sports club is always very time-consuming, especially when it's a large one. To help students who join a club board for a year, the University of Groningen and Hanze University of Applied Sciences have established a joint program for their students: the Student Support Fund (StOF).

15.1 What is the Student Support Fund (StOF)?

The StOF is a program that offers financial support to the board members of student organizations. The amount of this grant depends on the number of administrative months a (sports) club receives. Sports clubs are reassessed every three years. This reassessment involves the board submitting several documents and overviews from the past three years. CUOS assesses the applications and sends a recommendation for inclusion to the Executive Board. Once the University Council has made the final decision, CUOS communicates it to the sports clubs in the form of a decision letter.

15.2 The points system and administrative months

To qualify for the StOF scheme as an association or as a student board member, several conditions must be met, which can be used to earn points. The full scheme can be found on the CUOS website: [RUG Student Support Fund Regulations 2025-2026](#)

The conditions that must be met, as stated in the articles of association, are (in summary):

- a) The organization focuses on (some of) students registered at a educational institution in the municipality of Groningen or on (part of) the student community in the municipality of Groningen.
- b) The organization's executive board consists of (part-time) students. In the context For the purposes of this condition, a "student" is defined as anyone who is enrolled as a student at a vocational, higher professional, or university institution in the municipality of Groningen, or who is actively enrolled as a student at another educational institution but actually studies in the municipality of Groningen. A "student" is also defined as anyone who has not been enrolled as a student for a period of up to twelve consecutive months after their most recent student registration.
- c) The organization is in principle accessible to every student registered at the RUG or RUG and HG, or for every student registered at the RUG or RUG and HG of a specific course, school or faculty of the RUG and/or the HG, unless this is not reasonably possible may be requested from the organization. This is subject to the CUOS's assessment.

Artikel 13 Bijzondere beoordeling Sportverenigingen

1. De vereniging is aangesloten bij de ACLO
2. De vereniging heeft een minimaal ledenaantal van 100. Voor de ingediende ledenlijst geldt als peildatum 15 november van het jaar waarin de aanvraag wordt gedaan.
3. De vereniging kan maximaal 1 punt krijgen voor het exploiteren van een pand.
4. De vereniging kan 6 punten krijgen aan de hand van onderstaand schema.

Onderdeel	Punten
a) Hogere wedstrijd sport en topsport.	Max. 1
b) Diverse activiteiten gerelateerd aan de desbetreffende sport en excursies.	Max. 3
c) Buitengewone participatie. Hierbij kan gedacht worden aan internationaal beleid, benefietactiviteiten of het actief stimuleren van inclusie.	Max. 1,5
d) Activiteiten gericht op ledenbinding	Max. 0,5

At least 5 points must be earned to be included in the StOF. These points are then converted into administrative months:

Punten	Toegekende maanden
5 of 5,5 punten	4 maanden
6 punten	7 maanden
6,5 punten	10 maanden
7 punten	13 maanden
7,5 punten	16 maanden
8 punten	19 maanden
8,5 punten	22 maanden
9 punten	25 maanden
9,5 punten	28 maanden
10 punten	30 maanden

An amount of €471.96 is available for each board month. The maximum number of board months that can be awarded to a board member is 6. If these 5 points are achieved, an increase in board months can be granted based on the number of members:

Aantal leden	Opslag
50% van de opleiding of 200 leden	2 maanden
450-699	4 maanden
700-949	6 maanden
950-1499	8 maanden
1500 of meer	10 maanden

15.3 Recalibration

Last year, the StOF was recalibrated in the sports category. CUOS contacted the sports clubs for this purpose.

15.4 Application

RUG students can apply for their administrative grant from the University Funds Committee (UFC). They must then complete a form along with several supporting documents (<https://forest.rug.nl/>). For questions about the procedure and/or the supporting documents, please email ufc@rug.nl. For more information, you can also visit the following website: <http://www.rug.nl/studenten/studiebegeleiding/studievertraging/bestuursbeurs>

Hanze students can apply for their board grant through the Student Financial Support Committee (FOS). They must complete a request form and submit it along with several supporting documents. For questions about the procedure and/or the supporting documents, please call 050-595 5591 on weekdays.

15.5 Tuition fee-free management

Starting in the 2017-2018 academic year, student board members will be able to run their board tuition-free while retaining their student loan and student public transport pass. The requirements are that you must complete your studies in the nominal term or have completed your Bachelor's degree within four years. Furthermore, you must be entitled to at least six months of board time per person to qualify. The new tuition-free board regulations can be found in the StOF regulations.

For current information and mandatory forms, please consult the CUOS website: www.rug.nl/cuos

Chapter 16: Useful Facts

Municipality: Alcohol and Catering Act

Under the Alcohol and Catering Act, student sports clubs that serve alcohol are required to complete several requirements, including a social hygiene course and a Responsible Alcohol Use Instruction (IVA) certificate for bar volunteers. This can be obtained online at www.nocnsf.nl/iva (free).

Alcohol regulations must also be developed. These regulations must be reviewed by the Municipality of Groningen. Furthermore, the Municipality of Groningen's policy is aimed at developing an alcohol policy that aligns with student culture.

First aid on match days

Clubs are responsible for providing first aid on match days. Therefore, it's essential that someone with a first aid certificate is always present during matches.

Advisory Committee on Introduction Times (ACII)

The ACI was founded in 1998 by the student social associations and the Executive Boards of the University of Groningen and the Hanze University of Applied Sciences Groningen.

All parties have agreed that the ACI can advise on student safety during KEI week and the associations' introductory period. The ACI can also act as a mediator should problems arise. It can serve as a point of contact, advisor, and support for prospective students, parents/guardians, the association's/KEI's board and introductory committee, the Rector Magnificus, and the President of the Executive Board. In the event of incidents, the ACI monitors whether the associations are taking sufficient measures to minimize their occurrence and consequences. For more information, please contact the ACLO chair.

House for Sports Groningen

The Groningen House of Sports is a joint initiative of the province and all Groningen municipalities to implement the recreational sports incentive (BSI). This is a political decision to make sports accessible to all citizens through government subsidies. The organization is innovative, expert, and customer-focused. The Groningen House of Sports provides practical support to sports clubs, organizations, and municipalities to promote and develop recreational sports.

To enhance the expertise within sports clubs, the House of Sport regularly organizes courses and themed meetings. The province is divided into five regions, each with a team of consultants. The consultant provides sports clubs with tools to improve their performance. This involves drawing on a broad network of sports federations, educational institutions, sports councils, and sports professionals.

Topics in which Huis voor de Sport Groningen can often help clubs are:

- Policy plans
- Mergers
- New construction/renovation of accommodations

- Sponsoring
- Legal and judicial obligations (IVA course, insurance).

Marjonet Hogenelst is the contact person for the ACLO.

E-mail: m.hogenelst@hvdsg.nl

Phone number: 06-26975364

NOC*NSF

Central postal address:

PO Box 302

6800 AH Arnhem

E-mail: info@nocnsf.nl

Internet: www.sport.nl

Visiting address:

NOC*NSF Head Office

Papendallaan 60

Phone: 026-4834400

National contacts: Otto Doosje / Wim van Dalen

SSN (Student Sports Netherlands)

Mayor Oudlaan 50

3062 PA Rotterdam

info@studentensport.nl

www.studentensport.nl

Municipality of Groningen

Applications for subsidies must be submitted to the municipality

Municipality: Trompsingel 29

PO Box 268

9700 AG Groningen

Tel: 050 - 3676131

Chapter 17: Dates of AB and Sector meetings 2025-2026

Meeting dates 2025-2026

September

Week	Day	Date	Time	Meeting	Room
	Wednesday	September 17, 2025	7:30 PM	RvA meeting	Meeting room
	Thursday	September 18, 2025	7:30 PM	AB consultation	Meeting room

October

Week	Day	Date	Time	Meeting	Room
41				Independent consultation	Meeting room 73
	Monday	October 6, 2025	6:00 PM	Indoor Sports Sector	Vergaderzaal 1
			6:00 PM	Field Sports Sector	Meeting room
			7:30 PM	Water Sports Sector	Vergaderzaal 1
	Tuesday	October 7, 2025	6:00 PM	Outdoor Sports Sector	Vergaderzaal 1
			6:00 PM	Sports Hall Users Sector	Meeting room
			7:30 PM	Swimming Pool Users Sector	Vergaderzaal 1
	Thursday	October 9, 2025	7:30 PM	AB meeting	Meeting room

November

Week	Day	Date	Time	Meeting	Room
	Thursday	November 6, 2025	7:30 PM	AB consultation	Meeting room

December

Week	Day	Date	Time	Meeting	Room
49				Independent consultation	Meeting room 73
	Monday	December	6:00 PM	Indoor Sports Sector	Vergaderzaal 1

1, 2025				
		6:00 PM	Field Sports Sector	Meeting room
		7:30 PM	Water Sports Sector	Vergaderzaal 1
Tuesday	December 2, 2025	6:00 PM	Outdoor Sports Sector	Vergaderzaal 1
		6:00 PM	Sports Hall Users Sector	Meeting room
		7:30 PM	Swimming Pool Users Sector	Vergaderzaal 1
Thursday	December 4, 2025	7:30 PM	AB meeting	Meeting room

January

Wee k	Day	Date	Time	Meeting	Room
4				Independent consultation	Meeting room 73
	Monday	January 19, 2026	6:00 PM	Indoor Sports Sector	Vergaderzaal 1
			6:00 PM	Field Sports Sector	Meeting room
			7:30 PM	Water Sports Sector	Vergaderzaal 1
	Tuesday	January 20, 2025	6:00 PM	Outdoor Sports Sector	Vergaderzaal 1
			6:00 PM	Sports Hall Users Sector	Meeting room
			7:30 PM	Swimming Pool Users Sector	Vergaderzaal 1
	Thursday	January 22, 2026	7:30 PM	AB meeting	Meeting room
	Wednesday	January 28, 2026	7:30 PM	RvA meeting	Meeting room

February

Wee k	Day	Date	Time	Meeting	Room
	Thursday	February 5, 2026	7:30 PM	AB consultation	Meeting room

March

Wee k	Day	Date	Time	Meeting	Room
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11	Independent consultation				Meeting room 73
Monday	March 2, 2026	6:00 PM	Indoor Sports Sector		Vergaderzaal 1
		6:00 PM	Field Sports Sector		Meeting room
		7:30 PM	Water Sports Sector		Vergaderzaal 1
Tuesday	March 3, 2026	6:00 PM	Outdoor Sports Sector		Vergaderzaal 1
		6:00 PM	Sports Hall Users Sector		Meeting room
		7:30 PM	Swimming Pool Users Sector		Vergaderzaal 1
Thursday	March 5, 2026	7:30 PM	AB meeting		Meeting room
Thursday	March 26, 2026	7:30 PM	AB consultation		Meeting room

April

Week	Day	Date	Time	Meeting	Room
	Wednesday	April 15, 2026	7:30 PM	RvA meeting	Meeting room
16	Independent consultation				Meeting room 73
Monday	April 20, 2026	6:00 PM	Indoor Sports Sector		Vergaderzaal 1
		6:00 PM	Field Sports Sector		Meeting room
		7:30 PM	Water Sports Sector		Vergaderzaal 1
Tuesday	April 21, 2026	6:00 PM	Outdoor Sports Sector		Vergaderzaal 1
		6:00 PM	Sports Hall Users Sector		Meeting room
		7:30 PM	Swimming Pool Users Sector		Vergaderzaal 1
Thursday	April 23, 2026	7:30 PM	AB meeting		Meeting room

May

Week	Day	Date	Time	Meeting	Room
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Thursday	May 14, 2026	7:30 PM	AB consultation	Meeting room
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June

Week	Day	Date	Time	Meeting	Room
25				Independent consultation	Meeting room 73
	Monday	June 15, 2026	6:00 PM	Indoor Sports Sector	Vergaderzaal 1
			6:00 PM	Field Sports Sector	Meeting room
			7:30 PM	Water Sports Sector	Vergaderzaal 1
	Tuesday	June 16, 2026	6:00 PM	Outdoor Sports Sector	Vergaderzaal 1
			6:00 PM	Sports Hall Users Sector	Meeting room
			7:30 PM	Swimming Pool Users Sector	Vergaderzaal 1
	Thursday	June 18, 2026	7:30 PM	AB meeting	Meeting room

August

Week	Day	Date	Time	Meeting	Room
41				Independent consultation	Meeting room 73
	Monday	August 17, 2026	6:00 PM	Indoor Sports Sector	Vergaderzaal 1
			6:00 PM	Field Sports Sector	Meeting room
			7:30 PM	Water Sports Sector	Vergaderzaal 1
	Tuesday	August 18, 2026	6:00 PM	Outdoor Sports Sector	Vergaderzaal 1
			6:00 PM	Sports Hall Users Sector	Meeting room
			7:30 PM	Swimming Pool Users Sector	Vergaderzaal 1
	Thursday	August 19, 2026	7:30 PM	AB meeting	Meeting room
	Thursday	August 20, 2026	8:30 PM	Transfer meeting	nb

Chapter 18: Introductory interviews 2025-2026

Planning introductory meetings SC & ACLO 2025-2026

- There will be a meeting will take place with the person involved from the Executive Board and General Board of the ACLO. For a number of associations, the Sports Centre (SC) will also schedule an introductory meeting at a later date.
- Three documents will be included: a questionnaire from the SC, a questionnaire from the ACLO, and a form for your personal information. Please receive these at least a week before the meeting. The SC questionnaire should be sent to smerends@rug.nl . The ACLO questionnaire and the form with your personal information should be sent to the ACLO secretary before the meeting: se@aclosport.nl .
- The intention is that the entire board will be present the conversation is present.
- The meeting will take place in Vergaderzaal 1 of the Sports Centre (Blauwborgje 16).
- If you as a board are prevented and you want to conversation with the ACLO If you want to move, please contact your sector representative.

Field Sports Sector

Wednesday, October 8

5:00-6:00 PM (Vergaderzaal 1, SC)

GCHC

6:00-7:00 PM (Vergaderzaal 1, SC)

GSHC Forward

Tuesday, October 14

5:00-6:00 PM (Vergaderzaal 1, SC)

Lacrosse Groningen

6:00- 7:00 PM (Vergaderzaal 1, SC)

GSAVV Forward

Wednesday, October 15

5:00-6:00 PM (Vergaderzaal 1, SC)

GSVV The Knickerbockers

6:00-7:00 PM (Vergaderzaal 1, SC)

GSTC

Thursday, October 16

5:00-6:00 PM (Vergaderzaal 1, SC)

GSPV De Ramenlappers

6:00-7:00 PM (Vergaderzaal 1, SC)

TC Veracket

Wednesday, October 22

5:00-6:00 PM (Vergaderzaal 1, SC)

GSBV Tweeslag

6:00-7:00 PM (Vergaderzaal 1, SC)

De Graancirkel

Thursday, October 23

5:00-6:00 PM (Vergaderzaal 1, SC)

De Parabool

6:00-7:00 PM (Vergaderzaal 1, SC)

TAM

Indoor Sports Sector

Monday, September 8

3:00-4:00 PM (Vergaderzaal 1, SC)	SSV The Blue Toes
4:00-5:00 PM (Vergaderzaal 1, SC)	GSPV de Noordpole

Wednesday, September 10

2:00-3:00 PM (Vergaderzaal 1, SC)	GSTVV Idéfix
3:00-4:00 PM (Vergaderzaal 1, SC)	GSBV Pugilicé

Monday, September 15

2:00-3:00 PM (Vergaderzaal 1, SC)	Northside Barbell
3:00-4:00 PM (Vergaderzaal 1, SC)	Deltaserat

Tuesday, September 16

1:00-2:00 PM (Vergaderzaal 1, SC)	GSBV Mattekloppers
2:00-3:00 PM (Vergaderzaal 1, SC)	GSSV Donar 1881

Swimming Pool Users Sector

Thursday, September 11

1:00-2:00 PM (Vergaderzaal 1, SC)	GSZV de Golfbreker
2:00-3:00 PM (Vergaderzaal 1, SC)	GSZC de Walvisch

Friday, September 12

10:00-11:00 AM (Vergaderzaal 1, SC)	GBD Calamari
11:00-12:00 AM (Vergaderzaal 1, SC)	GSDC Ad Fundum

Sports Hall Users Sector

Wednesday, September 3

11:00-12:00 AM (Vergaderzaal 1, SC)	GSBV de Groene Uilen - Moestasj
12:00-13:00 (Vergaderzaal 1, SC)	UC Face Off

Friday, September 5th

4:00-5:00 PM (Vergaderzaal 1, SC)	GSBV AMOR
5:00-6:00 PM (Vergaderzaal 1, SC)	HV De Cirkeltijgers

Wednesday, September 10

11:00-12:00 AM (Vergaderzaal 1, SC)	GSAC
12:00-13:00 hrs (Vergaderzaal 1, SC)	GSSV Squadraat

Wednesday, September 17

11:00-12:00 hrs (Vergaderzaal 1, SC)	GSFV drs. Vijfje
12:00-13:00 hrs (Vergaderzaal 1, SC)	GSVV Donitas

Friday, September 19

4:00-5:00 PM (Vergaderzaal 1, SC)	GSVV Veracles
5:00-6:00 PM (Vergaderzaal 1, SC)	GSVV Kroton

Outdoor Sports Sector

Tuesday, September 16

4:00-5:00 PM (Vergaderzaal 1, SC)	GSTV Tritanium
5:00-6:00 PM (Vergaderzaal 1, SC)	STUGG

Wednesday, September 17

11:00-12:00 hrs (Meeting room, SC)	GSSV Moddervet
12:00-13:00 hrs (Meeting room, SC)	GSRC
13:00-14:00 hrs (Meetingroom, SC)	GSPV Parafrid

Wednesday, September 24

11:00-12:00 AM (Vergaderzaal 1, SC)	GSAV Vitalis
12:00-13:00 hrs (Vergaderzaal 1, SC)	GAGV Pitch

Friday, September 26

11:00-12:00 AM (Vergaderzaal 1, SC)	GSWV Tandje Hoger
12:00-13:00 hrs (Vergaderzaal 1, SC)	GSVV Tjas

Water Sports Sector

Wednesday, September 10

5:00-6:00 PM (Vergaderzaal 1, SC)	GSWV Surface
6:00-7:00 PM (Vergaderzaal 1, SC)	GSWV The Bares

Monday, September 15

5:00-6:00 PM (Vergaderzaal 1, SC)	GSR Aegir
6:00-7:00 PM (Vergaderzaal 1, SC)	AGSR Gyas

Monday, September 22

5:00-6:00 PM (Vergaderzaal 1, SC)	GSKV Released
6:00-7:00 PM (Vergaderzaal 1, SC)	GSZ Mayday

Chapter 19: Calendar, Deadlines and Annual Planning 2025–2026

Annual planning 2025-2026

Group lessons and open hours schedule: September 1, 2025, to July 6, 2026
Christmas holidays: December 20, 2025, to January 4, 2026 (no schedule, open from 1:00 PM to 8:00 PM)

Holiday schedule: 06-07-2026 to 30-08-2026

Course program

Course duration: 08-09-2025 to 06-07-2026

Period 1A8 September 2025 to 12 October 2025

Registration: August 25, 2025 to August 31, 2025
Draw: September 1, 2025
Late registration from September 4, 2025 until the day before the start of the course

Period 1B13 October 2025 to 16 November 2025

Registration: September 29, 2025 to October 5, 2025
Draw: October 6, 2025
Late registration from October 9, 2025, up to and including the day before the start of the course

Period 2A17 November 2025 to 21 December 2025

Registration: November 3, 2025 to November 9, 2025
Draw: November 10, 2025
Late registration from November 13th until the day before the start of the course

Period 2B5 January 2026 to February 8, 2026

Registration: from December 8, 2025 to December 14, 2025
Draw: December 15, 2025
Late registration from December 18th until the day before the start of the course

Period 3A10 February 2025 to March 16, 2025

Registration: January 26, 2026 to February 1, 2026
Draw: February 2, 2026
Late registration from February 5th until the day before the start of the course

Period 3B16 March 2026 to 19 April 2026

Registration: from March 2, 2026 to March 8, 2026
Draw: March 9, 2026

Late registration from March 12th until the day before the start of the course

Period 4A20 April 2026 to May 31, 2026 (6 weeks!)

Registration: from April 6, 2026 to April 12, 2026

Draw: April 13, 2026

Late registration from April 16th until the day before the start of the course

Period 4B1 June 2026 to July 5, 2026 (5 weeks!)

Registration: May 18, 2026 to May 24, 2026

Draw: May 25, 2026

Late registration from May 28th until the day before the start of the course

Roster-free days

Wednesday	17-12-2025	KISS (no schedule at the Sports Center from 4:00 PM)
Wednesday	24-12-2025	Christmas Eve (closed from 6:00 PM Sports Center)
Thursday	25-12-2025	1 st Christmas Day
Wednesday	31-12-2025	New Year's Eve
Thursday	01-01-2026	New Year's Day
Friday	03-04-2026	Good Friday (no schedule, Sports Center open from 1:00 PM to 8:00 PM)
Sunday	05-04-2026	1 st Easter Day
Monday	06-04-2026,	Easter Monday (no schedule, Sports Center open from 1:00 PM to 8:00 PM)
Monday	27-04-2026	King's Day
Monday	04-05-2026	Remembrance Day (Rooster stop from 6.30 pm. Lessons and training sessions that start before 6:00 PM will be completed in consultation with the teacher.)
Tuesday	05-05-2026	Liberation Day
Thursday,	14-05-2026	Ascension Day (no schedule, Sports Center open from 1:00 PM to 8:00 PM)
Friday	15-05-2026	Margin Day Hanze (only WAS closed)
Thursday	21-05-2026	Athens Games (cancellation of various classes at the Sports Center)
Friday,	22-05-2026	Athens Games (cancellation of various classes at the Sports Center)
Sunday	24-05-2026	1 st Pentecost Day
Monday	25-05-2026,	White Monday (no schedule, Sports Center open from 1:00 PM to 8:00 PM)

Start of the 2025-2026 academic year: Monday, September 1, 2025

Deadlines

September 19, 2025	Parameter change request
December 3, 2025	Annual Financial Report
October 29, 2025	Membership Check 1
December 16, 2025	Hours and subsidy application
April 29, 2026	Member list check 2
May 27, 2026	HWS application
June 1, 2026	Secretarial annual report

(Subject to change)

List of abbreviations

AB = General Board (ACLO)
BHV = Company Emergency Response
CUOS = Central Administrative Body for Student Facilities (RUG)
DB = Executive Board (ACLO)
ESK = European Student Championship
FB = Facilitair Bedrijf (RUG, including repro, sports café, green areas)
GNSK = Grand Dutch Student Championship
HANZE = Hanze University of Applied Sciences Groningen
HIS = Institute for Sports Studies of Hanze University of Applied Sciences
HvdS = House for Sports
HR = House Rules
HWS = Higher Competition Sport
IVA = Instruction Responsible Alcohol Consumption
KEI = Committee First-Year Introduction
KISS = Christmas Indoor Sports Spectacle
LofA = A Letter of Agreement (RUG & HANZE)
NSK = Dutch Student Championship
OSSO = Umbrella Student Sports Organization
PRAccie = PR & Activities Committee (ACLO)
RvA = Advisory Council (ACLO)
RUG = University of Groningen
SC = Sports Center
SPR = Sports Association Staff State University (RUG & HANZE)
SSA = Student Activities Foundation (HANZE)
SSN = Student Sports Netherlands
UR = University Council (RUG)
WAS = Willem Alexander Sports Center
WSK = World Student Championship

DB ACLO functions:

VZ = Chairman
SE = Secretary
PM = Preasurer
CP = Coordinator PR & Marketing
CS = Sports Coordinator
CI = Coordinator internal
CE = External Coordinator

Appendix to Chapter 4 point F: “Regular Code of Conduct Sports Center”

These regular rules of conduct apply to associations/organizations that use the SC's facilities. These rules may be supplemented with any temporary measures taken in response to, for example, the Covid-19 pandemic.

The University of Groningen and Hanze University of Applied Sciences have instructed the SC to monitor compliance with the established code of conduct. This section contains the basic rules for the various activities that take place in/on the Sports Centre's sports facilities. The Sports Centre may establish additional rules for certain activities, which will be announced in advance.

The following code of conduct serves as a framework. In addition, we naturally rely on the common sense of associations and organizations themselves when organizing activities.

We also assume that the code of conduct is properly transferred annually during the internal transition of management. The SC is happy to advise associations on organizing events.

First, a description of the various types of activities and their associated procedures. Then, the rules for using indoor and outdoor sports facilities.

Description of activity types and associated procedures

Anything that isn't a regular league or cup match is considered an event. If an activity linked to the regular league has any impact on the facilities or environment, this is also considered an event and must be requested in advance from the SC.

A competition takes precedence over an event, unless an event is traditionally held at a fixed time. In that case, an attempt will be made to reschedule the competition.

There are two types of events: category 1 and 2.

Events category 1

Small-scale events/activities that have some impact on the facilities or surrounding area. No additional permit is required. Applications must be submitted through the SC at least four weeks in advance.

Events category 2

Large-scale events/activities. These may require an additional permit from the municipality via the Sports Centre (for example, in the case of increased noise production) or direct permission from the municipality (for example, in the case of additional alcohol taps outside the normal catering permit or the installation of a party tent). Currently, a maximum of 12 additional permits are available per year for events involving increased noise production, distributed by the Sports Centre among all indoor and outdoor sports clubs on the Zernike Campus.

All event applications are processed through the SC. If an additional noise permit is required, the

SC, in collaboration with the University of Groningen's Occupational Health, Safety and Environment Service, will submit a central application to the municipality, signed by the municipal executive board.

The municipality (the authority that issues the exemptions) considers us a single location with a maximum of 12 exemptions. Any violations during an event by one club could therefore have negative consequences for future events involving other users of our location.

Regular traditional events take precedence over incidental/new events.

For larger events requiring an additional exemption, the application must be submitted to the SC (sportcentrumreserveringen@rug.nl) by December 1st. This applies to events scheduled to take place during the current academic year.

Before the Christmas holidays, the SC will schedule a meeting with all applicants to review the applications and, if necessary, coordinate them.

The final awarding of an event by the SC will then take place before February 1.

For large events, a preliminary meeting will be held between the club and the SC regarding planning and organization. Specific agreements for the event in question will be recorded by the club and emailed to the Sports Center at least one week prior to the event. The email should also include a contact person (and contact information) within the club who can be reached before and during the event.

If an event takes place outside, the association will arrange for written notification (door-to-door) to be sent to relevant local residents at least one week before the event begins. This notification will also include the contact person and contact details within the association who can be reached before and during the event.

Requests for sleeping accommodation (in the SC and/or outside in tents) around an event must also be submitted to the SC before December 1st.

Rules for the use of indoor sports facilities

- During competitions and events, the organizers of the activity will monitor waste flows in hallways and sports areas throughout the day of the event. After the activity, the organizers will immediately remove the waste and materials. The person ultimately responsible for the activity will then report to the SC reception desk. The relevant desk staff member will determine whether the facility has been left in good order and whether any additional cleanup is required.
- Always dispose of waste in consultation with the counter; additional garbage bags are available if necessary.
- Alcohol consumption is prohibited in and around the sports areas and changing rooms. In addition to the non-alcoholic drinks in plastic available at the Sports Bar, the

consumption of your own non-alcoholic drinks in plastic is permitted to a limited extent. Alcoholic drinks in the stands are only permitted if they were purchased at the Sports Bar and are in plastic.

- No use of glass in or near sports facilities, stands and changing rooms.
- Always discuss the furnishing of the accommodation with the SC at least one week before the activity.
- Any catering is always discussed with the Sports Bar first, so they have the opportunity to make an offer. The SC is also consulted in advance regarding the execution and location of the catering.
- The organization that has reserved the accommodation at the Sports Center is responsible for complying with the rules and agreements made.
- After an event, an evaluation moment can be held at the request of both the organization and the SC.
- During the introductory meetings in September/October between the SC and the association boards, the events of the past academic year are evaluated and, where necessary, improvement points are agreed upon.

Possible sanctions during/after use of indoor sports facilities

Possible sanctions include:

- In consultation with the ACLO, blocking the sports license of the athlete(s) in question.
- If the cleaning up is insufficient, the SC will have it done and the costs will be borne by the organization.
- In case of emergencies (at the discretion of the SC), the SC has the right to stop the event immediately.
- Appointing a second counter clerk as an inspector/enforcer at the organization's expense.
- No longer making the accommodation available/no longer allowing permission to organise an activity.

Rules for the use of outdoor sports facilities

- The sports fields are used only for sports activities. Any unusual activities may only be held with the permission of the SC.
- During competitions and events, waste flows are monitored by the activity organizers throughout the day of the competition/event.
- Debris on the fields and in the dugouts must be cleared away immediately after the last match. Goal nets should be raised on the grass fields to allow for mowing.
- The area surrounding the clubhouses/facilities must be cleaned up by 8:00 AM every day after activities. This includes waste, litter, and used benches or other items. Adjacent roads and public parking lots are also included. Loose garbage bags may not be left outside, and waste must be placed in closed containers or collected until collection

time. Inside the clubhouse are stored. Any items may only be removed or disposed of at a later date with prior permission from the SC.

- Drinking alcohol is permitted in the clubhouses and on the designated terrace. This means no drinking along or on the courts/fields.
- No use of glass outside the clubhouse.
- Music systems in clubhouses must be regulated by the municipality, including a limiter, and may only be used indoors. The clubhouse windows and doors must be closed. Noise levels in the surrounding area must not exceed applicable standards.
- If you have been granted an exemption to play music outside, this is only permitted from 6 p.m. to a maximum of midnight.
- The organization that has reserved the accommodation at the Sports Center/applied for the permit is responsible for complying with the rules and agreements made.
- Any public address system may (after consultation with the SC) be used outside for limited sports technical purposes.
- Parking is not permitted in the immediate vicinity of/within the fences surrounding the sports fields. Bicycles and other items left near the clubhouses for extended periods may be removed by the SC.

Possible sanctions during/after use of outdoor sports facilities

Possible sanctions include:

- In consultation with the ACLO, blocking the sports license of the athlete(s) in question.
- If the cleaning up is not done sufficiently (in the opinion of the SC) before 8:00 AM, the SC will have it done and the costs will be borne by the organization.
- In case of emergencies (at the discretion of the SC), the SC has the right to stop the event immediately.
- No longer making the sports facility available/no longer allowing the organisation of the activity in question.
- The closing of the clubhouse at certain times.
- The above sanctions may be supplemented with sanctions/fines imposed by enforcement authorities such as the municipality/police.

Hiring any professional security

For both indoor and outdoor events, it may be necessary to deploy professional security at the organizers' expense, particularly for the safety of participants and the desired use of facilities. The association(s) involved and the SC will discuss in which situations this should be done and what the key points are.

(Additional) Responsibilities of associations with clubhouses

Every association with a clubhouse has signed a "Deed of Establishment of Building Rights," which sets out their rights and obligations. Some important points arising from the building rights:

- The tenant is not permitted to use the land for the placement and installation of objects which, in the owner's opinion, could cause danger, damage or nuisance, or could be an objection from the point of view of well-being or the environment, without the written permission of the owner (RUG/the SC).
- The tenant is obligated to ensure that the code of conduct established by the director of the SC (Site Management) regarding use of the buildings and surrounding grounds is observed. These rules include the obligation to clean up, not causing noise nuisance, and repeatedly failing to comply with instructions from the director of the SC. This may result in a temporary ban from use by or on behalf of the owner.
- It is not permitted to stay overnight in the clubhouses without organized supervision and consultation with the SC.

Where “director” is mentioned, this means “director or other SC staff on behalf of the director”.