



# Accreditation Guide 2024

The heart of postgrad life at UniQld.



Association of Postgraduate Students Inc., our affiliated bodies and our members acknowledge and respect Aboriginal and Torres Strait Islander peoples as First Australians.

We value and celebrate the uniqueness of knowledges, cultures, histories and languages that have been created and shared for at least 65,000 years.

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## ACCREDITATION TO APS

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Postgraduate groups, club or society may choose to accredit to the Association of Postgraduate Students Inc (APS).

APS is the official representative body of over 20,000+ coursework and research postgraduate students at The University of Queensland.

APS aims to create a platform for all postgraduate students to engage socially and professionally with students from other schools, faculties, nationalities, cultures and general interests.

All UQ postgraduate students are automatically members of the association, and are encouraged to get involved with APS events and services across campuses and online.

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## ESTABLISHING A NEW GROUP, CLUB, OR SOCIETY

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Have at least 20 postgraduate members.

1. Members should have at least one semester or two research quarter remaining in university.
2. In order to accredit with APS, clubs should include 'Postgraduate Association' in their official name, unless it is inconsistent with specific University of Queensland Institution or Organisational Unit's guidelines.
3. Clubs may also choose to affiliate with University of Queensland Union (UQU) after accreditation with APS, subject to meeting the UQU Clubs and Societies Guidelines. This will not affect a Club's APS accreditation status.
4. Accredited Clubs agree to promote Association of Postgraduate Students

### **Example Club names:**

- Social Sciences Postgraduate Association (SSPA)
- Architecture Students Postgraduate Association (ASPA)
- School of Environment Postgraduate Association (SEPA)

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## ACCREDITATION TO APS (FOR EXISTING GROUPS)

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Accreditation to APS is simple for all new and already affiliated clubs and society on campus. You only need to pass a resolution to amend your constitution at your club's Inaugural General Meeting, or next Special General Meeting or Annual General Meeting.

Please note, some clubs only require a simple majority (50%+1) to vote in favour of the resolution to alter the constitution, whereas others require two thirds (2/3) or three quarters (3/4).

Please check your constitution for your club's requirements.

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## BENEFITS OF ACCREDITATION

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- Partnership Opportunities with APS and other Postgraduate Group.
- Increased Reach in Wider Postgraduate Community, advertisement on all channels and social media platforms.
- Postgraduate grant funding money through APS, subject to maximum of \$1000 per year.
- Discretionary APS event funding for collaborative events.
- Free Club T-shirts (Up to 20).
- 2 Custom Pull Up Banners per calendar year
- Start Up Grant for \$200 for New Clubs.
- Additional support to fulfil UQU Clubs and Societies requirements.

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## ONE OFF POSTGRAD ASSOCIATION T-SHIRTS

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APS will provide you with upto 20 free premium printed teeshirts from our partnered local supplier.

These teeshirts will be single-sided print on a single colour of your choice, subject to the garments availability at our supplier.

Clubs may choose to print more teeshirts from the supplier at a APS subsidised price on a later date.

Please note, APS reserves the right to reject shirt designs based on its policies.

### Some grounds for rejection:

- Language or design that contravenes the APS Rules, By-Laws or Regulations.



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## PULL UP BANNERS

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APS will provide you with up to 2 free premium pull up banners from our partnered local supplier.

Submit your design to us for dimensions of 850mm x 2000mm banner size.

Designs must be send in PDF or AI format.

Please note, APS reserves the right to reject shirt designs based on its policies.

### Some grounds for rejection:

- Language or design that contravenes the APS Rules, By-Laws or Regulations.



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# ACCREDITATION STEP-BY-STEP PROCESS

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Complete APS Accreditation Form at [uqaps.org/accreditation](https://uqaps.org/accreditation)



Host and send in Minutes of Inaugural General Meeting (for new clubs) or Special General Meeting (for existing clubs).



Provide the details to APS and wait for ratification.



If approved, open a new bank account (for new clubs) or provide APS with the official bank account (for existing clubs).

**For any queries, please contact the Association of Postgraduate Students at [postgrad@uqu.com.au](mailto:postgrad@uqu.com.au)**

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## USE OF APS ACCREDITATION BADGES

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It is expected - where possible - for promotional materials include APS Accreditation Badge. This further fosters a sense of belonging for your group, club or association to the wider UQ postgraduate community.

All materials including banners, teeshirts and merchandise purchased or co-funded by APS will include the APS Accreditation Badge.

Event posters and banners should include the Accreditation Badge, unless it is co-hosted by APS, where the APS logo should be used instead.

