



ECU Student Guild

MEMBERSHIP FACILITIES AND
SERVICES POLICY



POLICY TYPE	Operational
POLICY SUBTYPE	Administration
POLICY TITLE	Membership Facilities and Services Policy
POLICY OWNER	Operations Manager

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1. INTENT

- 1.1. This Policy outlines the facilities and services provided by the Edith Cowan University Student Guild (the Guild) and specifies the eligibility of each membership category to access those services.

2. ORGANISATIONAL SCOPE

- 2.1. This policy applies to all students at Edith Cowan University Student Guild.
- 2.2. This policy will not apply to Edith Cowan University Student Guild employees and other contractors or volunteers who are not also considered students of the Edith Cowan University.
- 2.3. This policy does not apply to students enrolled through Edith Cowan College or other non-eligible cohorts.

3. DEFINITIONS

- 3.1. The singular includes the plural and vice-versa.
- 3.2. A reference to:
- 3.2.1. A person includes a corporation and government or statutory body or authority;
- 3.2.2. A person includes the legal personal representatives, successors, and permitted assigns of that person; and
- 3.2.3. A statute, ordinance, code or other law includes regulations and other statutory instruments under it and consolidations, amendments, re-enactments or replacements of any of them by any legislative authority.
- 3.3. The word “including” and similar expressions are not words of limitation.
- 3.4. The word “under” includes by and by virtue of; as well as, pursuant to and in accordance with.

- 3.5. **Associate Member** means all persons who are admitted to membership of the Guild pursuant to Clause 10 of the Constitution.
- 3.6. **CIDC** means the Continuous Improvement and Development Committee.
- 3.7. **Constitution** means the overarching document that sets out the functions and powers of the Guild.
- 3.8. **Contractor** means an individual or entity providing services to the organisation under a contractual agreement, not classified as an employee.
- 3.9. **ECC** means Edith Cowan College.
- 3.10. **Employee** means all personnel engaged under a contract of Employment by the Guild and includes Full-time, Part-Time, Casual Employees and Interns.
- 3.11. **Financial Member** means all enrolled students of Edith Cowan University who pay Student Services and Amenities Fees and all enrolled International Students of Edith Cowan University but excludes the following SSAF exempt students:
- 3.11.1. University Preparation Students (UniPrep Accelerate & UniPrep Education Assistance Program)
- 3.11.2. Undergraduate Certificate of Higher Education Students.
- 3.12. **General Member** means all enrolled students of Edith Cowan University.
- 3.13. **The Guild** means Edith Cowan University Student Guild.
- 3.14. **Honorary Life Member** means persons who have been admitted to Honorary Life Membership of the Guild in accordance with Clause 11(1) of the Guild Constitution.
- 3.15. **Membership Subscription** means the annual membership subscription applicable to the category of membership, determined by Senate to be the Student Services and Amenities Fee charged by the University of which the Guild received 50%.

3.16. **Patron** means a patron of the Guild appointed in accordance with Clause 12 of the Guild Constitution.

3.17. **Senate** means the governing body of the Guild.

3.18. **Volunteer** means Senators, Dircksey Personnel and any other Volunteers engaged by the Guild.

4. OVERVIEW

4.1. All Guild policies are approved, amended or repealed by the Senate in accordance with the Guild's Policy Framework and compliance with relevant governance instruments, following consultation with CIDC.

4.2. This Policy does not form part of any employee's contract of employment nor does it form part of any contract for service, however, it is expected that this policy will be observed by all employees and volunteers as applicable.

4.3. All Guild policies will be reviewed annually.

5. POLICY

5.1. Membership Categories

5.1.1. Membership categories are defined by the Constitution and include:

5.1.1.1. General Member

5.1.1.1.1. All enrolled ECU students are General Members unless they opt out of Guild Membership.

5.1.1.1.2. Membership ceases when a student:

5.1.1.1.2.1. Ceases to be a student;

5.1.1.1.2.2. Elects not to be a Member;

5.1.1.1.2.3. Resigns as a Member;

5.1.1.1.2.4. Has their Membership suspended by the Senate.

5.1.1.2. **Financial Member**

5.1.1.2.1. Financial Members are General Members who meet the criteria for Financial Membership as determined by the Senate, including payment or exemption of a Membership Subscription.

5.1.1.2.2. Membership ceases when a student:

5.1.1.2.2.1. Ceases to be a student;

5.1.1.2.2.2. Elects not to be a Member;

5.1.1.2.2.3. Resigns as a Member;

5.1.1.2.2.4. Has their Membership suspended by the Senate.

5.1.1.3. **Associate Member**

5.1.1.3.1. Associate Members are individuals who are admitted to Membership by the payment of a Membership Subscription (Where offered).

5.1.1.3.2. Membership ceases when an individual:

5.1.1.3.2.1. Does not pay the Membership Fee;

5.1.1.3.2.2. Has their Membership suspended by the Senate.

5.1.1.4. **Honorary Life Member**

5.1.1.4.1. Honorary Life Members are individuals who are admitted to Membership by a Special Resolution passed by Special Majority of the Senate in recognition of their outstanding service to the Guild or University Community.

5.1.1.5. **Patron**

5.1.1.5.1. Patrons are individuals who are not students who are appointed as a Patron for a period determined by Senate.

5.2. Non-Eligible Students (Edith Cowan College)

5.2.1. Students enrolled through Edith Cowan College (ECC) are not Members of the Guild and are not eligible to access Guild facilities or services.

5.2.2. This applies regardless of whether an ECC student is enrolled in, or undertaking, a unit delivered by Edith Cowan University.

5.3. Facilities and Services

5.3.1. The Guild provides facilities and services which may include:

5.3.1.1. Student events and activities (on and off campus)

5.3.1.2. Club support and funding

5.3.1.3. Advocacy and representation services

5.3.1.4. Welfare services and referrals

5.3.1.5. Financial grants and assistance programs

5.3.1.6. Student publications (e.g. Guild diary)

5.3.1.7. Food and beverage services at Guild events and within Guild facilities on campuses

5.4. Member Entitlements

5.4.1. Summary of Access

Service / Benefit	General Member	Financial Member	Associate Member	Honorary Life Member	Patron
Events & Activities	✓	✓	✓	✓	✓
Attend and Vote at General Meetings	✓	✓	✗	✗	✗
Observe General Meetings	✓	✓	✗	✓	✓
Representation by Guild	✓	✓	✗	✗	✗

Hold a Senate Position	✓	✓	✗	✗	✗
Hold a Student Representative Position	✓	✓	✗	✗	✗
Electoral participation	✓	✓	✗	✗	✗
Advocacy (Student Assist)	✓ *	✓	✗	✗	✗
Welfare services	✓ *	✓	✗	✗	✗
Financial grants	✓ *	✓	✗	✗	✗
Student diary/publications	✓	✓	✓	✓	✓
Food & beverage services	✓	✓	✓	✓	✓

* Some cohorts within this group may have limited access to selected Guild services. See Restricted Cohorts.

5.5. Restricted Cohorts

5.5.1. The following cohorts may have limited access to selected Guild services:

5.5.1.1. Non-SSAF Paying Students

5.5.1.1.1. Including:

5.5.1.1.1.1. University Preparation Programs

5.5.1.1.1.2. Undergraduate Certificate courses

5.5.1.1.2. These students are not eligible for:

5.5.1.1.1.3. Advocacy Services

5.5.1.1.1.4. Welfare Support

5.5.1.1.1.5. Financial Grants

5.5.1.2. **Offshore or External Students**

5.5.1.1.3. Including:

5.5.1.2.1.1. ECU Sri Lanka students

5.5.1.2.1.2. Students studying outside Western Australia

5.5.1.1.4. Access will be limited due to:

5.5.1.1.4.1. Geographic Constraints

5.5.1.1.4.2. Jurisdictional and service delivery limitations

5.5.1.1.4.3. Welfare Support

5.5.1.1.4.4. Financial Grants

5.5.1.1.5. These students may still access:

5.5.1.1.5.1. Events (held in Western Australia)

5.5.1.1.5.2. Publications

5.5.1.1.5.3. General engagement activities (held in Western Australia)

5.5.1.1.5.4. Food and Beverage services (offered in Western Australia)

5.6. **Membership Verification and Access Control**

5.6.1. Membership status and eligibility for access to Guild facilities and services are determined based on the Guild Membership Register, as provided by Edith Cowan University.

5.6.2. Access to Guild services, facilities, events (including free events and food services), and benefits may be verified through this Register and/or associated automated systems (including student ID or digital validation systems).

5.6.3. Where a student:

- 5.6.3.1. Does not appear in the Guild Membership Register; or
- 5.6.3.2. Cannot be verified through Guild systems; or
- 5.6.3.3. Is identified as ineligible based on their enrolment status,

They will not be permitted to access Guild services, facilities, or benefits.

5.6.4. Students are responsible for ensuring their enrolment and membership details are accurate and up to date through Edith Cowan University systems, including SIMO.

6. RELATED DOCUMENTS

Related Policy	Club Affiliation Policy
Related Procedure	
Other Related Documents	Edith Cowan University Student Guild Constitution
Related Legislation	Australian Charities and Not-for-profits Commission Act 2012 (Cth)

7. CONTACT INFORMATION

For queries relating to this document please contact:

Policy Owner	Operations Manager
All Enquiries Contact	Lisa Dwyer
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8. APPROVAL HISTORY

Policy Approved By	Senate
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Date Policy First Approved	14/12/2022
Original Motion	SM2212/09
Revision History	001 – April 2025 – SM2508/08 002 – September 2026 – SM2609/03
Revised by	Lisa Dwyer
Next Revision Date	September 2027