

Student-Entrepreneur Status Regulations

Decision n°106/XVI of the CA of 1st July 2020

Preliminary Note:

IN THE EVENT OF A DIVERGENCE BETWEEN THE DIFFERENT LINGUISTIC VERSIONS OF THESE REGULATIONS, THE FRENCH VERSION SHALL PREVAIL.

Article 1: General

Student-entrepreneurs who wish to pursue higher education are subject to both academic and entrepreneurial requirements. Implementing the student-entrepreneur status allows students to develop a business and promotes the student's transition between studies and professional life prior to or just after graduation.

Obtaining student-entrepreneur status gives students greater flexibility regarding the organisation of their studies, as well as greater credibility and visibility in socio-economic settings, and with business contacts, particularly bankers, investors, project leaders, suppliers and customers.

A student-entrepreneur with student-entrepreneur status will be identified as such by the University of Mons (UMONS), and will be fully supported and supervised by the University.

These regulations do not apply to students registered on a co-organised course (with or without a joint degree programme) when UMONS is not the main institution.

Article 2: Access Conditions

The student-entrepreneur status is open to any student registered at UMONS¹ who is carrying out an entrepreneurial project, whether it be individual or collective, innovative or technological, whether it is the creation of a new business or taking over an existing one, and whether the point of the business has an economic or social purpose.

Several levels of the status are possible:

- The initiator student-entrepreneur: the student has an idea and a business plan that they wish to develop during their studies
- The intermediate innovative student-entrepreneur: the student has a business and/or financial plan
- The advanced innovative student-entrepreneur: the student is starting a business
- The founding student-entrepreneur: the student is the founder or manager of a company.

¹ With regard to co-organised courses (joint degree programmes in particular), this status only concerns students registered on courses **for which UMONS is the main institution**; for the others, the applicable regulations are those of the main institution.

Article 3: Procedure to obtain Student-Entrepreneur Status

Students who wish to have the status of 'student-entrepreneur' must apply for this by completing a form to this effect ([Annexe 1](#)) and submitting it, along with the other required documents, to their faculty representative by 15th October (proof of starting a business in particular).

The application is examined by the Dean/President of the Faculty/School concerned based on an opinion submitted by the Student-Entrepreneur Monitoring Committee (CSEE) with regard to the quality and feasibility of the project, and the qualities of the project leader. The status of student-entrepreneur is awarded by the Faculty Board for one academic year. The Faculty Secretariat will notify the following parties of the decision that has been made: the student, the Registration Office, the President of the Board, and the teachers of the programme that the student is registered on.

A new application must be submitted every year. The student-entrepreneur can progress through the student-entrepreneur status levels, after the CSEE has assessed the progress of the project. When progressing from one level to another, a certificate describing the progress of the project is issued to the student following consultation with the Dean/President of the Faculty/School concerned.

Once the student-entrepreneur status has been validated, the student is asked to sign the Student-Entrepreneur Status Charter ([Annexe 2](#)).

Article 4: Composition and Attributions of the CSEE

The CSEE is composed of one representative per Faculty/School² (called the faculty representative), appointed by the Faculty Board. The composition of the CSEE is validated for a period of two years by the Academic Affairs Commission, by 30th September at the latest. It is coordinated by the Advisor on Economic Interactions and Entrepreneurship.

The CSEE meets at least three times a year:

- By 31st October at the latest, to review new student-entrepreneur status applications and applications for status renewal
- In February and May, to examine the progress of student-entrepreneur projects, based on a written report to be given to the faculty representative and an oral discussion with the student-entrepreneur and possibly other student-entrepreneurs, former students, and representatives of start-ups, spin-offs, support structures, etc.

During these presentations, or at any other convenient time, the CSEE ensures the internal communication of student-entrepreneur projects. The CSEE also exchanges views on how the student-entrepreneur status functions and the good practices arising from it (e.g. status promotion, support for the student-entrepreneurs, implementing the advantages associated with the student-entrepreneur status, etc.).

Faculty representatives are the privileged contacts within each Faculty/School for student-entrepreneurs to submit their applications, benefit from advantages that come with the status, and report on the progress of their project. They are also available to members of the scientific and academic staff of the Faculty/School to give presentations to the Faculty Board on the progress of student-entrepreneur projects following an assessment by the CSEE in February and in May.

² Excluding Schools exclusively organising courses for which UMONS is not the main institution.

Article 5: Academic Advantages of Student-Entrepreneur Status

Student-entrepreneurs can benefit from the following academic advantages:

- **Schedule and Deadline Adjustments:** Student-entrepreneurs can ask to benefit from different arrangements regarding their courses, e.g. being absent from certain activities, extended deadlines, and different timetables and assessment methods. All requests must be submitted to the faculty representative and the teacher concerned within a reasonable timeframe together with all the necessary information to justify the request. Only the teacher assesses the merits of the request and makes the decision whether or not to accept it. This decision is based on the opinion of the faculty representative, particularly with regard to the quality and progress of the entrepreneurial project. The faculty representative archives the requests submitted, as well as the outcome thereof, for the student-entrepreneur. The faculty representative also communicates the accepted requests to the Faculty Secretariat for centralisation purposes.
- **Placements, Dissertations, Projects:** Depending on the Faculty/School to which the student-entrepreneur belongs, they may be allowed to replace an obligatory placement, dissertation or other project with the development of their entrepreneurial project. Requests for this must be accompanied by a proposal to replace the placement, dissertation or project, e.g. the development of a business model, conducting market research, etc. Requests must be submitted within the deadlines applicable under the procedures relating to the placement/dissertation/project in force at the Faculty/School concerned, to the faculty representative and to the Dean/President, who will validate or reject the request. This decision is based on the opinion of the faculty representative, particularly with regard to the quality and progress of the entrepreneurial project. The faculty representative archives the requests submitted, as well as the outcome thereof, for the student-entrepreneur.
- **Official Validation of Prior Experience:** In accordance with Article 12 of the Study Regulations, if the student has the appropriate qualifications as well as experience, the Board may decide to validate this experience and exempt the student from following certain courses of the curriculum. To make this request, the student-entrepreneur can apply for “exemptions” via the exemption request form available from the secretariat of their Faculty/School. The Board examines these requests and makes a decision. This decision is based on the opinion of the faculty representative, particularly with regard to the quality and progress of the entrepreneurial project. The faculty representative archives the requests submitted, as well as the outcome thereof, for the student-entrepreneur.
- **Assessment Period Extensions:** For duly motivated reasons of *force majeure*, the Dean/President may extend the assessment period for student-entrepreneurs until 15th April for the January assessment period, 15th September for the June assessment period, and 28th November of the following academic year for the August-September assessment period.
- **Reduced Workload:** Students who have been awarded student-entrepreneur status may benefit from a reduced workload for the academic year concerned, in accordance with the provisions of Chapter X of the Study Regulations.

Article 6: Student-Entrepreneur Status Support

Student-entrepreneurs receive support from the faculty representative, as well as from the CSEE, which monitors student-entrepreneur projects. They can be put in contact with teachers or professionals who are able to guide and advise them within the framework of their project.

The student-entrepreneur will also be able to access coworking spaces, meeting rooms, training courses, coaching, student entrepreneur networks, and business intelligence (information on events, competitions, prizes, etc.) through:

- The UMONS Innovation Center “CLICK Creative Innovation”, and more specifically CLICK N’ Start, a space for raising awareness, training and supporting entrepreneurship at UMONS
- YUMP, an incubator for student-entrepreneurs of LME (*La Maison de l’Entreprise*).

Article 7: Withdrawal of Status

The status may be withdrawn, for duly motivated reasons, at any time by the Dean/President of the Faculty/School concerned particularly if the student-entrepreneur does not comply with the Student-Entrepreneur Status Charter, or if they abandon the project for which they have obtained the student-entrepreneur status. The Dean/President hears the student-entrepreneur and hears the opinion of the faculty representative before making the decision to withdraw the student-entrepreneur status. Withdrawal of status results in the end of all the benefits set out in Articles 5 and 6 of these regulations.

Annexe 1 - Student-Entrepreneur Status Application Form

To be returned to your faculty representative by 15th October.

Academic Year 20...-20...		
Your Details		
Last name + first name:		
Address:		
Postcode:	City:	Country:
Tel./Mobile:	Email address:	
Faculty/School:		
Campus (Mons/Charleroi):		

Your Project	
Name of project:	
Project description in one sentence:	
Project leader(s):	
<input type="radio"/> You alone	
<input type="radio"/> A team project	
Last name, first name + Faculty/School of other project leaders if they are UMONS students:	
Originality of the project:	
How far are you in your project?	
<input type="radio"/> At the idea stage	
<input type="radio"/> At the conceptualisation stage of the idea	
<input type="radio"/> At the prototype, model or sample stage	
<input type="radio"/> At the start-up phase of the business (in this case, attach proof to this form)	
<input type="radio"/> Already a founder or manager of a company (in this case, attach proof to this form)	
<input type="radio"/> Other details:	
Brief description of the target market:	

Possible privacy elements related to your project:

What are the next steps of the project you want to implement during this academic year (with approximate schedule)?

Why do you want to start your own business?

Do you already benefit from support within an incubator or other support structure? If so, which one?

I certify that this information is true, accurate and complete.

Signature: _____ Signed in....., on.....

Protection of Privacy

The data collected in this form is collected as part of our teaching mission (public interest mission) and is processed exclusively for the purpose which it explicitly pursues, namely to manage your application for student-entrepreneur status. Incidentally, the data may be used for statistical and research purposes. The data manager is UMONS (Place du parc 20, 7000 Mons, Belgium - christiane.bughin@umons.ac.be).

The people/services that have access to the data are: the Dean/President of the Faculty/School, the faculty representative, the CSEE, the Faculty Secretariat, the Registration Office, the president of the Board and the teachers concerned by the programme, UMONS partners (particularly CLICK partners, *La Maison de l'Entreprise* and Sowalfin), academic and professional experts, and other project leaders.

You have the right to access your data, as well as the right to rectify, limit and oppose its use. In the event of a dispute over your personal data, you have the right to file a complaint with the Data Protection Authority (<https://www.autoriteprotectiondonnees.be/>). It is possible to contact our data protection officer beforehand (dpo@umons.ac.be).

You can consult our privacy charter and its annexes, particularly regarding the holding period of the administrative and academic data of our students, at www.umons.ac.be/ViePriveeEtudiant.

Opinion of the CSEE:

Signature of the CSEE coordinator:

Opinion of the Dean/President:

Signature of the Dean/President:

Decision:

As of (date), the Faculty Board:

- Recognises the applicant as a student-entrepreneur for the year 20.....-20.....
- Does not recognise any special status for the applicant.

Signature of the Dean:

Faculty's stamp:

Annexe 2 - UMONS Student-Entrepreneur Status Charter

The purpose of this charter is to specify the framework of relations between the University of Mons (UMONS) and the student under student-entrepreneur status.

UMONS is committed to supporting and encouraging the student-entrepreneur in their project, mainly through the benefits specified in these regulations. UMONS also undertakes to respect the confidentiality imposed by entrepreneurial projects.

In return, the student-entrepreneur commits to making effort to develop their business project while continuing their studies, to be consistent with the image and values of UMONS.

They will submit their project progress reports twice a year to their faculty representative by the set deadline, as part of the support provided by the CSEE, and will participate in organised oral discussions.

Regarding the academic advantages linked to the student-entrepreneur status and specified in these regulations (Article 5), the student agrees to request them in a reasonable manner and when the development of their project really justifies it.

As part of their exchanges with the support structures mentioned in these regulations (particularly with CLICK - Article 6), the student-entrepreneur agrees to interact positively and to be open to the exchange of ideas with academic and professional guides and experts, and other project leaders with whom the student-entrepreneur will be in contact.

As part of any external communication regarding their project, the student-entrepreneur presents themselves as a student of UMONS, and, to the extent possible, communicates the framework in which they are carrying out their project (e.g. as part of their curriculum, or for a specific course, etc.), as well as the support mechanisms from which they benefit (student-entrepreneur status, CLICK N'Start, etc.).

Finally, the student-entrepreneur agrees to respect the confidentiality of other projects.

If the student does not respect their commitments, or if they abandon their project, their student-entrepreneur status can be withdrawn at any time.

This charter is signed, and is therefore valid, for one academic year.

Charter signed on, in

The faculty representative

The student-entrepreneur