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UNIVERSITÄT

Guidelines for commission work

MITTELBAUVEREINIGUNG UNIVERSITÄT BERN

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Becoming a collective member of the intermediate staff organisation

Collective membership of the intermediate staff organisation provides a structurally secure link between faculty representatives and the university level.

Becoming a collective member

The intermediate staff organisation (MVUB) welcomes your interest in collective membership. All information about the MVUB can be found at the bottom of the page: <u>University: Membership –</u> <u>University of Bern (unibe.ch)</u>

And this is how you proceed to become a collective member:

- If you are interested in a collective membership, the MVUB will be happy to introduce itself at an internal faculty meeting. Please send your request at <u>leitung.mvub@unibe.ch</u>.
- If you want to join directly, you can fill out the <u>application form</u> for collective membership and send it to <u>leitung.mvub@unibe.ch</u>.
- Send an extract from the protocol of the relevant meeting to the same address to join.
- Specify a contact person within the faculty or institute.
- The Board of the MVUB officially confirms the collective member's membership at an ordinary board meeting. The contact person then receives a confirmation from the MVUB office.
- Publish the collective membership on the institute's or faculty's own website.
- The MVUB maintains a list of collective members and the respective contact persons on its website under «<u>Membership</u>».

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