

APPEALING A DECISION BY THE STUDENT UNION

A decision by the Student Union may be appealed by any of the following:

1. The party concerned
2. A public authority if this is provided for in legislation or if the right of appeal is necessary due to a public interest overseen by the authority
3. A member of the Student Union

The Student Union's decisions concerning administrative matters may be appealed according to the provisions of the Administrative Procedure Act. Decisions given on a demand for rectification may be appealed to the administrative court according to the provisions of the Administrative Judicial Procedure Act. Members of the Student Union may also appeal decisions made by an administrative body of the Student Union on the grounds that the decision has been made in an order that deviates from an act or decree or a regulation concerning the Student Union or is otherwise contrary to an act or decree or a regulation concerning the Student Union.

Decisions concerning the publicity of documents may be appealed according to the provisions of the Act on the Openness of Government Activities.

Members of the Student Union are considered to have been notified of a decision when it has been publicly displayed.

Contact information of the Helsinki Administrative Court:

Helsinki Administrative Court
Radanrakentajantie 5
00520 HELSINKI

Switchboard: 029 56 42000
Fax: 029 56 42079
Email: helsinki.hao@oikeus.fi



Any appeals must be lodged in writing and addressed to the Helsinki Administrative Court.

The appeal must indicate the following:

1. The decision challenged
2. The parts of the decision that are challenged and the changes demanded to it
3. The grounds on which the challenge is made
4. The name and home municipality of the appellant. If the appellant's right to be heard is exercised by their legal representative or attorney, the petition of appeal must also indicate their name and home municipality as well as the postal address and phone number through which any notices concerning the matter can be served to the appellant.

The following must be appended to the petition of appeal:

1. The decision challenged, either the original document or a copy
2. Written evidence of the time of notice for the decision or some other account of the starting time of the appeal period
3. The documents on which the appellant relies in support of their demand unless they have already been delivered to the authority at an earlier time

The attorney must append their power of attorney to the petition of appeal unless they are an advocate or a public legal aid attorney.

The appellant, their legal representative or their attorney must sign the petition of appeal. In case the appellant does not sign the appeal themselves, a power of attorney signed by the appellant must be appended to the appeal unless their attorney is an advocate or a public legal aid attorney.

The petition of appeal and its appendices must have arrived at the Helsinki Administrative Court by the thirtieth (30th) day from the date on which the appellant was notified of the decision. The day of notice is not included in this period. If the last day of the period is a holiday, Independence Day, May Day, Christmas Eve, Midsummer Eve or a Saturday, the period is extended until the next working day. The appeal documents must be at the administrative court before 4.15 pm on the last day of the appeal period.



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Notice of decisions made in the meetings of the Representative Council and Board is considered to have occurred on the date on which the decisions were published on the Student Union's official noticeboard.

The appellant may deliver the petition of appeal and its appendices to the Helsinki Administrative Court either in person or through their attorney. At the appellant's own risk, they can also send the petition of appeal by post, by courier or electronically. The petition of appeal and its appendices must be posted early enough that it will be delivered during business hours before the end of the appeal period. The petition of appeal and its appendices can also be sent to the administrative court by fax or email. The documents must be sent to the judicial authority in such a way that they are accessible to the authority in a reception device or information system during business hours before the end of the appeal period.

Decisions by preparatory bodies appointed by the Board of the Student Union of the University of Helsinki may be appealed by sending a written appeal to HYY's Board.