

JAPONYA TÜRK ÖĞRENCİLER BİRLİĞİ

TURKISH STUDENTS' ASSOCIATION IN JAPAN

在日本トルコ人学生協会

CONSTITUTION

Version: 1.4

Date: January 2026

ARTICLE I – NAME

1. The name of the association shall be "Japonya Türk Öğrenciler Birliği" or "JTOB" for short (hereinafter referred to as the "Association" or "JTOB").
2. The Association shall be known in:
 - English as "Turkish Students' Association in Japan";
 - Japanese as “在日本トルコ人学生協会”.
3. The headquarters of the Association shall be located in Japan. For legal and banking purposes, the official location of the Association shall be recorded in Appendix B of this Constitution. Thus, it shall not need to be published without the consent of the resident of the address. The official location defined herein constitutes the formal address of the Association.
4. JTOB was founded in October 10, 2025.

ARTICLE II – OBJECTIVES AND PRINCIPLES

5. The objectives and fundamental principles of JTOB are as follows:
 - a. To serve as a community, social platform, and support network for members.
 - b. To promote Turkish cultural, historical, academic and social values; and to organize events that introduce Türkiye's heritage, language, and culture.
 - c. To assist onboarding of new members and provide guidance in academic, legal, social, or administrative issues they may encounter in Japan.

- d. To provide networking opportunities with companies, professional institutions, and relevant organizations for members intending to pursue a career in Japan.
- e. To represent its members in case of public communication, news, or media content that may be perceived as defamatory or misleading regarding Turkish identity, culture, or national values.
- f. To establish, maintain, and improve official communication channels between JTOB and its members.
- g. To support members by disseminating information on scholarships, grants, sponsorships, and academic opportunities.
- h. Activities of JTOB shall always be consistent with the Constitution and founding principles of the Republic of Türkiye. This principle is not amendable and is irrevocable.

ARTICLE III – MEMBERSHIP

- 6. Membership in JTOB consists of individuals who voluntarily register in accordance with the terms below:
 - a. Applicants must complete the membership form personally.
 - b. Applicants must be accepted to or enrolled in an undergraduate, master's or doctoral program at a Japanese university. The Executive Committee may grant exceptions in specific cases.
 - c. Applicants must be citizens of the Republic of Türkiye or holders of "Blue Card" (Mavi Kart).
 - d. Membership shall be approved by majority vote of the Executive Committee.
 - e. "Honorary Membership" may be granted by majority decision of the Executive Committee to Turkish, Japanese or other nationals who contribute significantly to JTOB's mission.
 - f. Honorary Members shall not hold voting rights and cannot serve on the Executive Committee.
 - g. Membership may be terminated by majority vote of the Executive Committee if a member is found acting against the principles of JTOB or if such termination is deemed necessary for the general interest of the Association. Termination of membership shall be limited to a maximum of 7 persons per calendar month.
 - h. A member (excluding Executive Committee members) may voluntarily resign from the Association at any time by submitting written notice through the registered communication channel.
 - i. Membership shall be free of charge.
- 7. The Executive Committee must maintain an up-to-date list of members in the internal registry.
- 8. Members who resign, withdraw, or whose membership is terminated shall have no claim, right, or entitlement to the assets, funds, or property of the Association under any circumstances.

ARTICLE IV – EXECUTIVE COMMITTEE

9. All Executive Committee members serve voluntarily and receive no remuneration. However, reimbursement of expenditures incurred for official JTOB activities may be granted by majority vote of the Executive Committee.
10. All Executive Committee members must be enrolled in a Japanese university during their term.
 - a. If a member graduates or ceases to qualify for membership, they shall vacate their position unless a temporary extension of up to 6 months is approved by majority vote.
 - b. If such vacancy does not concern the President, a replacement shall be appointed within one month.
11. If the President resigns or loses eligibility, they must provide a 14-day notice.
 - a. Elections shall be held within 6 weeks.
 - b. During this period, the Vice President assumes presidential authority.
 - c. If the Vice President resigns, they shall nominate an interim President, which must be unanimously approved by the remaining Executive Committee members. If Vice President fails to nominate an interim President in two weeks, Extraordinary General Meeting request shall be triggered.
12. The Executive Committee shall consist of the following positions and duties:

President	Represents the Association, ensures execution of decisions and chairs official meetings. Supervises strategies, communication, and membership operations. Appoints the Vice President.
Vice President	Assists the President in duties. Chairs meetings and events in the absence of the President.
Accountant	Responsible for all financial records, reporting, and expenditure documentation.
Auditor	Audits the Association's financial operations and compliance. Prepares and signs meeting reports.
Public Relations Officer	Responsible for public communication, media relations, and representation before external entities.
13. Elections for all Executive Committee positions (except Vice President, who is appointed) shall be held every two years. Extraordinary General Meetings automatically trigger elections.
14. The Executive Committee shall meet at least once every two months. A vote of confidence shall be held during every bi-monthly meeting. If the confidence vote fails, or if requested by the President, an Extraordinary General Meeting shall be called within one month.
15. A summary report of each Executive Committee meeting shall be published and must contain newly accepted and terminated members' names. The report must bear the President's signature prior to publication.
16. The Executive Committee members' names must be written in Appendix A and updated after each Committee change.

ARTICLE V – FISCAL YEAR

17. The fiscal year begins on March 1 of each year.
18. The draft budget and projected annual spending shall be presented in the first Executive Committee meeting following commencement of the fiscal year.

ARTICLE VI – GENERAL MEETINGS

19. An Ordinary General Meeting shall be convened every year during the first week of April. Members shall be notified at least three months prior via official channels. Elections shall be held every two years during the Ordinary Meeting.
20. Extraordinary General Meetings shall be convened only under exceptional circumstances and elections must be held in such meetings. This principle is not amendable and is irrevocable.
21. Extraordinary General Meeting shall be held, if requested by the majority of the Executive Committee.
22. If at least two-thirds (2/3) of JTOB members request an Extraordinary General Meeting in writing, it must be convened. This principle is not amendable and is irrevocable.
23. If an Extraordinary General Meeting is requested, it must be held within 3 weeks after the request.
24. 2/3 of all registered JTOB members must be present in the Extraordinary General Meeting. If not, a future Extraordinary General Meeting must be held within 2 weeks.
25. For the purpose of quorum and amendments, votes submitted via official digital channels or written proxy shall be counted as "present."
26. The time and place of the Extraordinary General Meeting must be sent to all members with their registered method of communication at least 3 days before the meeting.

ARTICLE VII – AMENDMENTS TO THE CONSTITUTION

27. Amendments may only be accepted at an Extraordinary General Meeting with at least two-thirds (2/3) approval of all registered JTOB members. This principle is not amendable and is irrevocable.

APPENDICES

APPENDIX A – EXECUTIVE COMMITTEE MEMBERS

The following individuals constitute the Executive Committee of JTOB as of the effective date of this Constitution.

- President: Arda YILMABASAR
- Vice President: Gokay Cagatay SAT
- Accountant: Irem Hatun BORA
- Auditor: Kerem Yildirim
- Public Relations Officer: Hakki Mert Coskun

This appendix is declarative in nature and serves solely for identification and record-keeping purposes.

APPENDIX B – OFFICIAL ADDRESS OF THE ASSOCIATION

For administrative and banking purposes, the official location of the Association is defined as follows:

- (REDACTED FOR ONLINE PUBLICATION)

APPENDIX GOVERNANCE LIMITATION

All appendices to this Constitution are provided solely for informational, administrative, and record-keeping purposes.

Appendices shall not create, modify, limit, or expand any rights, duties, authorities, or powers of the Association, its members, or its governing bodies.

Amendments or updates to appendices shall not be construed as constitutional amendments and shall not require an Extraordinary General Meeting, provided that such updates do not alter any provision of the main text of this Constitution.