

INTERNAL REGULATIONS OF THE ASSOCIATION

These Regulations (hereinafter referred to as the "Regulations") shall take effect from 12 June 2026.

The Regulations are approved by the governing body. Any amendments and additions shall be approved by the governing body and brought to the attention of the general assembly of members immediately following the resolution. These Regulations shall be considered an integral part of the Articles of the Association.

1. Membership Requirements

Every member, in order to be admitted, must:

- have read, understood and accepted the Regulations
- have read, understood and accepted the Articles of the Association
- have signed the membership Application Form
- have acknowledged the privacy policy and, where required, given consent to the processing of personal data.

In carrying out association activities, members must act in full compliance with the provisions of the Regulations and the Articles of Association attached hereto.

Members of the Association are obliged to ensure the pursuit of the statutory objectives and compliance with the values upon which it is founded. Individual members are prohibited from taking initiatives on behalf of the Association without the prior explicit consent of the governing body (Steering Committee).

2. Membership Fees

Each member is required to pay an annual membership fee upon first enrolment and in subsequent years by 31 January.

Fees are non-refundable and membership rights may not be transferred to third parties.

The amount of the annual membership fee is determined by the governing body based on the financial needs of the Association and communicated to members by 31 December.

For the current year the fee is €100 for permanent Staff employed in universities, higher education and research institutes, €50 for PhD students and postdoctoral researchers, €20 for students and associate supporters. The membership fee must be paid in a single instalment.

No reduction of the membership fee is provided for enrolments occurring in the final months of the year.

Payment of the membership fee grants full membership rights for one year, from the date of payment until the due date of the following membership fee.

In the event of non-payment, the following rights shall be temporarily suspended: voting rights at the general assembly of members, active and passive electoral rights in the election of the governing body, participation in the activities of the Association.

3. Admission

To be admitted as Full Member of the Association, the following conditions must be met:

- Having participated in the network of the COSMOS project between 2021 and 2026, or being sponsored by 2 existing members of the History & Philosophy of Cosmology Society.
- Giving prior acknowledgement of and undertaking to comply with all provisions of the Articles of Association and these Internal Regulations.
- Confirming awareness of the amounts and payment procedures for the annual membership fee.
- Undertaking to pay the annual membership fee upon acceptance of the application.
- Submitting the application for admission directly to the governing body by completing the membership application form in all its parts.
- Full members attend the general assembly of members as voters, receive the society's newsletter, and have free or discounted access (where applicable) to journals, as well as free or reduced registration fees for events organised by or with the society where such options are provided.

To be admitted as an Associate supporter, the following conditions must be met:

- Giving prior acknowledgement of and undertaking to comply with all provisions of the Articles of Association and these Internal Regulations.
- Confirming awareness of the amounts and payment procedures for the annual membership fee for associate supporters.
- Undertaking to pay the annual fee upon acceptance of one's application.
- Submitting the application for admission directly to the governing body by completing the membership application form in all its parts.
- Associate supporters may attend the general assembly of members as observers, receive the society's newsletter, and have free or discounted access (where applicable) to journals, as well as free or reduced registration fees for events organised by or with the society where such options are provided.

4. Management of Activities, Projects and Events

For each initiative promoted by the Association, a coordinator shall be designated from among the members of the governing body, following verification of competencies and availability.

The coordinator shall manage the organisational aspects of the designated activity by appointing one or more scientific committees composed of members of the Association, shall monitor the progress of the initiative and shall adjudicate on any dispute of any nature that may arise between the parties involved. The coordinator shall in turn be accountable for his or her actions to the governing body and to the general assembly.

Every member is entitled to participate in any type of event organised or promoted by the Association.

Every member must join one or more internal committees in accordance with his or her expertise and research interests:

- Committee for Initiatives in the History of Ancient Cosmology
- Committee for Initiatives in the History of Modern and Contemporary Cosmology

- Committee for Initiatives in the Philosophy of Astrophysics and Cosmology
- Committee for Interdisciplinary Initiatives and Networking
- Communication and Public Engagement

Each member shall act as a promoter of the biennial conference "History and Philosophy of Cosmology" (H&PCC) and may support the journal "Studies in History and Philosophy of Cosmology" through management, peer review and/or dissemination activities.

5. Member Expense Reimbursements and Payments

The Association's expenditure priorities place the journal first. Payments made to the publisher De Gruyter to ensure the publication of the journal "Studies in History and Philosophy of Cosmology" are governed by contractual agreements of which the members are informed.

Secondly, priority is given to expenses relating to the organisation of the biennial conference.

Expenses incurred by registered members who are up to date with membership fee payments in the performance of their duties must be pre-authorised by the governing body.

The following expenses are reimbursable, provided that the requesting member submits the relevant documentation:

- receipts and tax receipts, invoices (addressed to the Association)
- accommodation reimbursement up to a maximum of €120 per night per person
- economy class air and coach tickets, second class rail tickets

To claim a reimbursement, eligible parties must submit to the governing body, within 15 days of incurring the expenses, the expense reimbursement form together with any invoices or receipts addressed to the Association and the required supporting documentation.

Reimbursements, once verified and approved, shall be processed by the end of the calendar year.

The expense reimbursement form and all attachments shall be retained for the period required by law, for the annual financial report and for all necessary audits.

Any disputes arising in connection with expenses to be reimbursed shall be discussed between the eligible parties and the governing body.

6. Communications to Members and Mailing List Subscription

The mailing list is one of the means used for communications to members, including notices convening general assemblies. Should a member be unable to receive such communications electronically, he or she must expressly request to receive them by regular post.

Subscription to the mailing list is automatic upon enrolment. To request removal from the list, it is sufficient to send an email to the Association with the subject line: "UNSUBSCRIBE".

For information, proposals or requests for clarification, members may contact the same email address, which also serves as the official institutional address. It is accessible to all members of the governing body or only to those members designated to handle communications with members.