

EACH Academic Code of Conduct

The academic code of conduct addresses the students enrolled in all universities involved in the programme. It is an integrated component of the EACH Student Agreement, thus when signing the EACH Student Agreement, a student also ensures that he/she is familiar with the **EACH Academic Ethical Code of Conduct** and obliges to follow it.

The aim of this document is to promote honesty among our diverse student population and remind of some activities that may disrupt academic life in our universities. It is to assure that students conduct themselves with integrity and treat others with respect.

The students of the EACH programme must abide by all rules and regulations established in the universities involved and use scholarships and universities' facilities with care and responsibility.

Academic dishonesty

In the EACH programme academic dishonesty means, but is not limited to:

- engaging in plagiarism, which includes representing the work of another person as one's own, including information downloaded from the Internet. Citing the information source is obligatory.
- alteration or fabrication of data such collected as part of a research or any other project;
- use of the materials, in an assessment of learning outcomes, that a lecturer has explicitly not permitted to use;
- sharing of knowledge or collaborating on any work when it is not allowed;
- taking an assessment of learning outcomes for another student;
- submission work or assignment, if a credit has already been awarded for it.

There are cases when a student cannot be sure whether his/her behaviour constitute a violation of the Academic Code of Conduct. Students always have a right to consult with any teaching staff member to clarify uncertainties.

Penalties for academic dishonesty

The Academic Coordinator of the EACH programme must be informed of the actions of dishonesty. A note needs to be submitted by a teaching staff member responsible for a course during which the action of dishonesty took place. In case of serious act of dishonesty, the incident is discussed in the Academic Board and based on the decision, the university, where the academic dishonesty took place, has the power and is required to

- reprimand the student or
- put forward the student to be deleted from the matriculation register.

The student may be considered to be expelled from the universities of the EACH programme in the following cases:

- for academic dishonesty, in the cases specified in the section on academic dishonesty;
- for a criminal offence committed with intent provided that the corresponding criminal conviction has become final;
- for forgery of documents;

- for gross violation of generally recognized norms of behaviour and academic traditions;
- insufficient academic progress (not completing the required amount of credits);
- unpaid participation fee on due dates.

Safety rules

Special attention needs to be paid to laboratory facilities. Science laboratories, that are easily accessible to our students, usually require strict regulation of safety protocol in addition to normal rules of behaviour. Each university has a set of laboratory rules that are introduced to students at the beginning of studies in each institution. A set of safety rules all EACH students must abide with are available at <http://www.analyticalchemistry.eu/>.

Students' rights

According to the Student Agreement, students of the EACH programme have access to classrooms, laboratories, libraries, and other academic technology all four partner universities possess. In addition to the relevant section in this Agreement, each of the four universities has well described sections on student rights.