

# **INTERNATIONAL BURCH UNIVERSITY**



## **STUDENTS' CODE OF ETHICS OF HIGHER EDUCATION INSTITUTION INTERNATIONAL BURCH UNIVERSITY**

**Sarajevo, February 2017.**

Pursuant to the Article 119 of the Law on Higher Education of the Sarajevo Canton ("*Official Gazette of Sarajevo Canton*" no. 42/13 and 13/15), in conjunction with Article 21 of the Statute of the higher education institution International Burch University, and based on the defined proposal by the Rector of the University; the Senate adopted on its CXXXVIII session held on 26.4.2017., the following

## **STUDENTS' CODE OF ETHICS OF HIGHER EDUCATION INSTITUTION INTERNATIONAL BURCH UNIVERSITY**

### **I - GENERAL PROVISIONS**

#### **Article 1**

- (1) Code of Ethics of students is a set of norms of behaviors that all students of International Burch University (hereinafter University) are required to respect.
- (2) Code of Ethics for students is the application of general standards of ethics and professionalism in the special domain of students' rights and obligations.
- (3) Students are required to respect the norms of the Code of Ethics of the University lecturers, and standard code of ethics of students of the University.
- (4) Students who violate the standards referred to in paragraph 3 of this Article shall be subjected to disciplinary sanctions of the competent instances.

#### **Article 2**

- (1) Students of the University are expected to behave as responsible members of the academic community while respecting the laws and regulations, basic human rights, integrity and dignity of others, academic freedom, the principle of equality and justice, and to conscientiously and professionally fulfill their obligations.
- (2) The rights and obligations prescribed by this Code of Ethics apply only to the actions and behavior of students in the premises owned and used by the University, and to actions outside the University that are related to representing the faculty.

### **II - STUDENTS' RIGHTS**

#### **Article 3**

University protects and respects the following rights of students:

- a) the right to participate in the teaching process;
- b) the right to freely express and exchange opinions and beliefs;
- c) the right to participate in discussions;
- d) the right to scientific research, publishing and sharing of research results to the extent that it is in accordance with the Statutes of the University (hereinafter Statute) laws and regulations;
- e) the right to a fair and equitable procedure for the evaluation of students;
- f) The right to protection from violence, coercion and threats of use of force;
- g) The right to protection from discrimination and harassment based on religious, ethnic and national origin, race, sex, sexual orientation, social status, family or marital status, pregnancy, age, disability, physical appearance, political affiliation and health conditions;

- h) the right to participate in peaceful, non-violent, reported protest actions or demonstrations to the extent that they do not violate the rights of other members of the university community;
- i) the right to protection from any kind of illegal and unauthorized examination or investigation;
- j) the right to protection of requiring personal data that are not directly related to the learning process;
- k) the right to apply equal and fair procedure for determining the validity of charges of violation of the regulations of the University;
- l) the right to choose and establish representative and democratically organized student organizations that are responsible to the academic community of students;
- m) The right of student organizations to represent the attitude adopted by the appropriate process of decision-making within the academic community;
- n) the right to information and timely information on the rules and regulations of the University;
- o) the right of student organizations on reception by the authorized person of the University in order to present their attitudes;
- p) the right to evaluate the work of lecturers, associates and the quality of teaching;
- q) the right of free choice of behavior as long as their conduct does not violate the laws and rules laid down by the Statute of the University;
- r) the right to use the property with the consent of the University, either as individuals or members of the student organization for extracurricular activities that aim to meet the academic and student needs to the extent not inconsistent with the rules and regulations of the University;
- s) the right to keep unchanged the status, rights and privileges of members of the academic community during the disciplinary proceedings, except in cases where it threatens the safety and welfare of other members of the academic community and the property of the University.
- t) other rights as defined by the Statute of the University and the relevant laws.

### **III - ACADEMIC DISRESPECT**

#### **Article 4**

- (1) academic disrespect jeopardizes the quality of teaching and scientific activities of the University and devalues its true accomplishments.
- (2) any kind of fraud related to the registration procedure, tests or other assessment constitutes a violation of this Code of Ethics, which includes but is not limited to the following:
  - a) obtaining, transmitting, receiving, use or intended use of the test material without permission of the authorized persons, as well as the test solution;
  - b) the use or intended use of notes, data, computers or other electronic devices or programs during the examination unless permitted;
  - c) impersonation and presenting someone else's work as his own;
  - d) use already assessed work in order to get re-evaluation on the same or a different course without the permission of the lecturer;
  - e) changing or intention of the restatement of the results of evaluation exams or reports from other assessments;
  - f) the intentional destruction of academic work or efforts of other students.
- (3) The violation of the ethical code also represents:
  - a) plagiarism and falsification of works or parts of works of others and presenting ideas of others as their own, without the knowledge of the author and quoting the source;

- b) the production, use, forgery, printing, copying, modifying, move or destruction of any academic material, university file, document or identification document without the permission of the authorized person;
- c) creating a situation which causes other students to be unfairly deprived of academic goods or where the student creates an unfair academic advantage over other students;
- d) influence or attempt to influence the impartiality of evaluation of teachers or faculty body conducting the evaluation;
- e) public advocacy or representation of the University, student organizations (hereinafter: the Student Parliament) or another member of the academic community without the permission of an authorized person;
- f) public disclosure of unverified and/or inaccurate information about other students, and other members of the academic community;
- g) deliberate disturbance or interruption of teaching, research or other academic activities, without the consent of the authorized person;
- h) unauthorized access, theft or destruction of intellectual property;
- i) copying or use of the logo or trademark of the University, the logo and trademark of the Student Parliament without the permission of an authorized person;
- j) the sale of cigarettes, drugs and/or alcohol in the areas of the university is owned, or controlled;
- k) purposely disable input, output interference or normal use of the facilities of the University;
- l) the retention or retaining any University facility after the prescribed time;
- m) the introduction of weapons, explosives, dangerous chemicals in any facility that is under the control and supervision of the University;
- n) deliberately give inaccurate and/or unreliable information in order to false alert any member of the academic community;
- o) the abuse of software systems or technological resources for impermissible purposes;
- p) failure to respond to calls related to the implementation of disciplinary proceedings, and any disturbance of conducting disciplinary proceedings;
- q) knowingly assisting, encouraging or hiring another person in the commission of an activity which is considered violation of this Code of Ethics;
- r) the possession, giving the other person, preparation or participation in making key or other means allowing access to facilities or assets of the University without the permission of the authorized persons.

#### **IV - ETHICS COMMISSION**

##### **Article 5**

A violation of the provisions of this Code shall be decided by the Ethical Commission (the Commission) appointed by the head of the unit.

##### **Article 6**

- (1) The Commission shall consist of a chairman and four members of which one member will be the student representative.
- (2) The Commission shall not include a lecturer or other person who has violated the Code.
- (3) The Dean ensures the conditions for the work of the Commission.

### **Article 7**

The Commission decides about the initiation of the procedure on its own initiative or on the initiative of lecturers, other staff, students or other persons who consider that a violation of this code occurred.

### **Article 8**

The University is under video surveillance and recording violations of the rights and obligations of students can be used as evidence and grounds for disciplinary action.

### **Article 9**

- (1) In case of violation of this Code, the Commission informs the Dean.
- (2) If a violation of this Code has been a violation of the law, other regulation or general act of the University, the Dean, within 15 days notifies the competent authority.

## **V - FINAL PROVISIONS**

### **Article 10**

- (1) University and Student Parliament have an obligation to provide the necessary conditions so that all students become familiar with the content of the code of ethics for students.
- (2) All other provisions that are not defined by this code of ethics, apply to the University Statute, relevant legislation, the Regulations on disciplinary and material responsibility of students at the University and other general acts of the University.
- (3) Code of Ethics shall enter into force on the date of adoption and publicized on the notice board of the University.

No: 01-114/17  
Sarajevo, 26.04.2017.

**Senate Chairman**  
**Prof. Dr. Damir Marjanović**

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