

UPCES CODE OF ACADEMIC INTEGRITY

The fundamental purpose of UPCES is academic and educational - the pursuit of knowledge and enrichment provided by a study abroad experience. Consequently, every member of the UPCES community is responsible for upholding the highest standards of honesty and academic integrity at all times and is responsible for adhering to the spirit and principles of the Code of Academic Integrity.

Any activities that have the effect or intent of interfering with education, the pursuit of knowledge, or fair evaluation of student performance are prohibited. Faculty members will monitor to prevent any violation of academic integrity in the classroom. Examples of such activities include but are not limited to:

- Cheating: using or attempting to use unauthorized assistance, material, or study aids in examinations or other academic work. Examples include, but are not limited to, bringing unauthorized materials into a quiz or exam, altering a graded exam, resubmitting it for a better grade, etc.
- Facilitating academic dishonesty by knowingly helping or attempting to help another violate any provision of the Code, such as working together on a take-home exam, etc. Giving unauthorized assistance on exams is considered as serious an offense as receiving assistance. A student caught cheating will receive a failing grade on the work in question. If the student violates the principles of academic honesty for a second time, her/his case is referred to the UPCES Academic Supervisory Committee. The usual action in such situations is expulsion from the program.
- Plagiarism: using the ideas, data, or language of another without specific or proper acknowledgment. Example: copying another person's paper, article, or computer work and submitting it as one's own work; using someone else's ideas without attribution; failing to use quotation marks where appropriate, etc.
- Fabrication: submitting contrived or altered information in any academic exercise. Example: making up data for an experiment; falsification of data; citing nonexistent articles; contriving sources, etc.
- Multiple submission: submitting, without prior permission, any work of one's own previously submitted to another professor or work submitted by another student to another professor to fulfill academic requirements.
- Misrepresentation of academic records: misrepresenting, tampering with, or attempting to tamper with any portion of a student's official transcript or academic record. Example: tampering with computer records; falsifying academic information on one's resume, etc.
- Unfair advantage: attempting to gain unauthorized advantage over fellow students in an academic exercise. Examples include, but are not limited to, gaining or providing unauthorized access to examination materials, obstructing or interfering with another student's efforts in an academic exercise, lying about the need for an extension for an exam or paper, continuing to write even when time has expired during an exam, destruction or withholding of library materials in an effort to deny others access to those materials, etc.

If a student is unsure whether his/her action(s) constitute a violation of the Code of Academic Integrity, then it is that individual's responsibility to consult with the instructor to clarify any ambiguities. Faculty members should be aware that students have been told this and should be willing to consult with students and administrators on such matters.

UPCES and CERGE-EI do not discriminate on the basis of race, color, sex, sexual orientation, religion, national or ethnic origin, age or disability in the administration of its educational policies, programs, or activities, admissions policies, procedures and employment. UPCES does not tolerate harassment by students, faculty or staff in any form. **If a student feels there has been any type of discrimination or harassment, they should contact the UPCES Director immediately.**

UPCES affirms, supports and cherishes the concepts of freedom of thought, inquiry, speech, and lawful assembly. The freedom to experiment, to present and examine alternative data and theories; the freedom to hear, express, and debate various views; and the freedom to voice criticism of existing practices and values are fundamental rights that are upheld and practiced by the UPCES program.

UPCES CODE OF CONDUCT

The Undergraduate Program in Central European Studies (UPCES) is committed to the highest academic and social standards for all students participating in the program. Students are expected to take personal responsibility for their own learning, conduct and for the consequences of their actions. Students are equally expected to take full advantage of the program's intellectual and social learning experiences by applying themselves to the best of their abilities and participating fully in course activities. Students who do not adhere to the code of conduct are subject to disciplinary action, up to and including dismissal from the program, as determined by the UPCES Academic Advisory Committee:

- Students will demonstrate honesty, truthfulness, and fairness, and to conduct themselves in a manner that is respectful of their host country, other students and the UPCES faculty and staff.
- Students will be respectful of other members of the academic community and refrain from disruptive behavior that would interfere with the ability of other students and faculty to engage in scholarly activity.
- Students will not engage in academic or social dishonesty, including, but not limited to, plagiarism.
- Students will respect the privacy of others, including but not limited to, mobile phones and email.
- Students will not make use of, or encourage the use of, illegally copied or downloaded materials.
- Students will obey and respect the laws and regulations of the Czech Republic.
- Students will not harass, abuse, or insult other students, instructors, or UPCES staff members. Such harassment or abuse may include, but is not limited to communication that degrades or demeans an individual or group based on that individual or group's ethnicity, sex, race, religion, or sexual orientation; unwanted sexual advances, and/or intimidation or threats of any kind.
- Due to the historic nature of the CERGE-EI building, there is no smoking in any part of the building.
- Students will use good judgment if consuming alcohol.
- The use, purchase, or sale of illegal drugs (hallucinogens, narcotics, stimulants or depressants) is against both Czech law and UPCES rules. **Any student who uses, buys or sells illegal drugs will be expelled from the program and immediately returned to their home country at his/her own expense.**

I confirm that I have read and accept the terms of the UPCES codes of academic integrity and conduct.

Student Signature (required)

Student name (Printed)

Date