

Code of Honor

Preamble

Based on the mission of the University, educational programs and the University regulations aim at providing the student with the knowledge and skills, which make him/her an honorable member of the society that make him/her a worthy member of a legal, democratic, humane, highly civic society. It is possible to effectively achieve this aim with the joint efforts of each student, administrative, academic and visiting personnel. This determines the establishment of cooperation based on the partnership and mutual respect at the University, deviation from which threatens the achievement of the common goals and, therefore, shall be excluded by mastering the provisions of the present Code.

Article 1. Labor and Good Faith

1. The precondition for achieving good learning outcomes at the University are the diligence and good faith.
2. It is forbidden to hinder the learning process in any form or by any means, including making noise, using the cell phone in the library, also in the lecture-hall during the examinations or the lectures.
3. In relation to the knowledge evaluation components, the establishment of the fact of plagiarism results in a negative evaluation of the relevant component (plagiarism is the using of sources without the relevant indications).

Article 2. Partnership and Mutual Respect

1. The student, administrative, academic, and visiting personnel are obliged to respect the ethical norms.
2. The students and the personnel are obliged to take care of the prestige of the University. It is inadmissible to act unethically, insult and slander, to spread information that damages the business reputation of the University or its personnel, as well as disobeying the instructions of the authorized personnel, violating other rules / regulations in force at the University.

3. It is forbidden to use and/or damage the tangible and non-tangible property of the University without the relevant authorization.

3¹. It is not permissible to intentionally provide false information to a doctor to consider the exam excusable. (Amendment №1 approved by the Protocol №17-13 of the Administrative Board dated April 5, 2013);

4. Each student, administrative, academic and visiting personnel are obliged to take into consideration others aims, and in particular those of the University, and to subordinate any of their actions to the common educational interests; They are obliged to adjust the principle of proportionality and use only those means that are necessary to the achieve particular aims and does not substantially infringe on the interests of others.

5. It is impermissible to oppress a person on the grounds of social, ethnic, religious, political or other status, which aims at or causes the infringement on the dignity of an individual.

Article 3. Grounds for Disciplinary Responsibility

1. A wrongful/dishonest act causes disciplinary responsibility. The decision to take a disciplinary action shall be grounded and based on the evidence obtained and studied through the relevant procedure. The disciplinary action shall be proportionate to the misconduct.

2. Launching a disciplinary action shall not infringe on the right of the student to participate in the learning process, except for the cases, when it threatens the rights of others.

3. The grounds for the disciplinary action to be taken are as follows: a)

Falsification of the documents or records;

a) Damaging the property of the University;

b) An attempt to obtain the grade through psychological or physical coercion, cheating or other unacceptable way;

- b) Hindering the examination and breaching the rules of behavior during the examination;
- c) Violence, threat, or coarse insulting with regard to the students, academic, administrative, or auxiliary personnel;
- d) The use and distribution of drugs and alcohol on the territory of the University;
- e) Circulation on the territory of the University with the firearms or cold weapon, explosive or hazardous substances;
- e¹) Playing lottery, or gambling games and games of prize (except for promotional games), also selling/distributing lottery tickets, tickets for gambling games and games of prize (except for the tickets for promotional games) (Amendment No.3 approved by the Protocol No.42-14 of the Academic Board dated October 7, 2014);
- e₂) Tobacco consumption on the territory of the University (Amendment №3 approved by the 742-14 protocol of the Academic Board of October 7, 2014);
- f) Discriminatory act or sexual violence;
- g) Committing other offence under the Criminal Code of Georgia on the territory of the University.

Article 4. Procedures for Disciplinary Responsibility

1. The decision on disciplinary responsibility for the alleged breach is taken by the Disciplinary Matters Commission of the University on the basis of the request of the authorized person. The permanent Members of the Commission are as follows: Rector, Vice-Rector in the legal field, Head of the Educational Process Administration Service, President of the Student Affairs Center and a representative of the Student Self-Government. To participate in the work of the Commission the Director of the School and/or a person holding an academic position or the Head of the Department, whose student's/personnel's matter is being examined (Amendment №2 approved by the Protocol №20-13 of the Academic Board dated April 25, 2013).
3. When a disciplinary action is being taken the student/personnel has the right to: a) receive a notification that a disciplinary action has been initiated against him/her;

- b) attend the hearings on the disciplinary action to be taken and to use the right of defense;
- c) submit to the Commission the information and documentation in his possession;
- d) participate in the investigation of the evidence obtained by the Commission;
- e) request that the case of the disciplinary responsibility filed against him/her be examined at the public hearings.

5. The Disciplinary Commission, after having studied the obtained material and having heard the arguments of the student/personnel, takes the decision about imposing disciplinary responsibility. The taken measure shall be proportionate to the violation.

6. The Vice-Principal on Legal Matters is responsible for the control of the enforcement of the decision of the Disciplinary Commission.

Article 5. Disciplinary Sanctions

Disciplinary sanctions are as follows:

- a) Verbal/written warning;
- b) Annulment of the evaluation obtained wrongfully;
- c) Monetary fine in case of damaging the property of the University or smoking a tobacco, in accordance with the “Rules on tobacco smoking ban at the University”;
- c₁) Suspending the student status for the period of one semester;
- d) Ceasing the student status/ceasing the employment agreement.

1. Suspending/ceasing the student status and the employment agreement as a responsibility measure is used only in case, when such a committed wrongful act makes further cooperation with the University impossible.

2. The University has the right to make the information relating to the establishment of the fact of disciplinary responsibility and the possible sanction public. The information should not include the name of the given person.

Article 6. Final provision This Code

applies to:

- a) the students;
- b) administrative, academic, and visiting staff, if otherwise provided by the internal regulation of the University.

Amendments made:

Amendment №1 approved by the №17-13 protocol of the Academic Board of April 5, 2013

Amendment №2 approved by the protocol №20-13 of the Academic Board of April 25, 2013

Amendment №3 approved by the Protocol №42-14 of the Academic Board of October 7, 2014