

East European University

Research Ethics Code

Preamble

East European University (hereinafter — "the University") recognizes the close connection of research quality, credibility, and public trust with ethical responsibility, academic integrity, and responsible research activities.

The University ensures that research activities are carried out in compliance with the principles of human dignity, academic freedom, scientific integrity, the protection of research participants' rights, and personal data protection.

This Code defines the research ethical principles, responsibilities, institutional mechanisms, and procedures that ensure compliance with ethical standards at all stages of research activities carried out at the University.

The Code complies with international practice and is based on internationally recognized principles of research ethics and research integrity, including:

- a) Ethical principles of research conducted with the participation of human beings;
- b) International standards of research integrity;
- c) Principles of personal data protection;
- d) Principles of academic freedom and responsible research activities

The Code also takes into account the best practices established within international research ethics frameworks, including declarations on the ethics of research conducted with human participation, international guiding principles of research integrity, contemporary standards of personal data protection, and internationally recognized approaches to responsible research activities.

This Preamble expresses the ethical and institutional obligations of the University towards research activities and represents the interpretative basis for the principles and procedures established by this Code.

Biomedical, clinical, and health sector research at the University is additionally carried out taking into account relevant international ethical principles and professional standards, including Good Clinical Practice (GCP) standards and enhanced requirements for health data protection..

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Chapter I. General Provisions

Article 1. Purpose of the Code

1. This Research Ethics Code (hereinafter — "the Code") establishes the ethical framework for research activities carried out at the University and defines the institutional mechanisms and mandatory requirements for the protection of research ethical standards.
2. The purpose of the Code is to ensure the ethical execution of research activities planned, carried out, evaluated, and disseminated within the framework of the University, based on the

principles of respect for human rights, academic integrity, scientific precision, transparency, and accountability.

3. The Code also aims to strengthen the ethical culture of research at the University, protect the rights and interests of research participants, and consolidate public trust in scientific research.

Article 2. Legal Basis

1. The Code complies with the legislation in force in Georgia, the internal legal acts of the University, internationally recognized ethical principles and professional standards for research conducted with human participation, as well as the Standards and Guidelines for Quality Assurance in the European Higher Education Area (ESG)..
2. In relation to biomedical, clinical, and health sector research, the Code additionally takes into account international standards of medical research ethics, the principles of Good Clinical Practice (GCP), and relevant international guidelines for health sector research ethics.
3. The Code is based on international best practices of research integrity and is applied in systemic unity with the University's Academic Integrity Code, Code of Ethics, Personal Data Protection Policy, and other relevant internal legal acts.
4. On matters related to research ethics, protection of research participants, and ethical evaluation, the provisions of this Code are applied in systemic connection with other internal legal acts of the University. On matters regulated by this Code, its relevant provisions shall be applied with priority.
5. Compliance with the provisions of the Code does not exempt the researcher from fulfilling obligations imposed by legislation, a contract, or funding conditions.

Article 3. Scope of Action of the Code

3. The Code applies to all persons who carry out research activities on behalf of, with the participation of, with the funding of, or with the institutional support of the University, including:
 - a) Academic, scientific, administrative, and invited personnel;
 - b) Students of bachelor's, master's, one-cycle medical educational programs, and doctoral programs;
 - c) External researchers, partners, and co-authors.
4. The Code applies to all research that:
 - a) Is carried out in the structural units of the University;
 - b) Is carried out on behalf of or under the responsibility of the University;
 - c) Is funded or administratively supported by the University;
 - d) Is presented as a research activity related to the University;

- e) Includes student research if it involves an ethical risk, human participation, or the use of personal or sensitive data.
- 5. The Code applies to all types of research, including social, humanitarian, educational, business, legal, architectural, biomedical, clinical, health, interdisciplinary, laboratory, online, archival, and other research, as well as data-based, epidemiological research and research carried out using secondary data.
- 6. In the case of research carried out in cooperation with international or external institutions, those ethical or legal requirements that ensure a higher standard of protection for the rights and interests of research participants shall be applied.

Article 4. Definition of Terms

1. The terms used in this Code shall be interpreted in accordance with the purposes and principles of the Code. Unless a different meaning of a term is defined by the Code, the definitions established by the legislation of Georgia and relevant international standards shall be applied.
2. For the purposes of this Code, the terms used shall have the following meanings:
 - a) **Research** — a systematic intellectual activity aimed at creating new knowledge, or verifying, interpreting, or developing existing knowledge using scientifically substantiated methods.
 - b) **Researcher** — any person who, on behalf of the University, participates in the planning, execution, data analysis, supervision, or the preparation and dissemination of research results.
 - c) **Research Participant** — a physical person who directly or indirectly participates in research or about whom data is collected within the scope of the research;
 - d) **Personal Data** — any information relating to an identified or identifiable physical person;
 - e) **Sensitive Data** — a special category of personal data or other such information the processing of which may pose a particular threat to a person's rights, freedoms, dignity, reputation, or safety;
 - f) **Vulnerable Person or Group** — a person or group whose free and informed participation in research may be restricted due to age, health status, dependency, social status, or other circumstances;
 - g) **Ethical Review** — a research evaluation process aimed at determining the compliance of research with ethical principles, participant protection requirements, and applicable legal standards;
 - h) **Ethical Risk** — potential harm in the research process that may affect the rights, safety, well-being, or privacy of research participants;
 - i) **Informed Consent** — a willingness to participate in research expressed by a research participant freely, in advance, and on the basis of receiving appropriate information;
 - j) **Violation of Research Integrity** — an action or omission that violates the fundamental principles of honesty, credibility, transparency, and scientific responsibility in research;
 - k) **Data Anonymization** — a process through which data is processed in such a way that it is no longer possible to identify a specific physical person, either directly or indirectly;

l) Data Pseudonymization — a method of data processing through which personal data is replaced with a code or another identifier in such a way that it is impossible to identify a specific person without additional information;

m) Biomedical Research — research related to human health, diseases, diagnostics, treatment, prevention, biological processes, or health data, which may include human participation, the use of biological material, or the processing of medical data;

n) Clinical Research — research conducted with human participation aimed at evaluating the safety, efficacy, or outcomes of a medical, diagnostic, preventive, or therapeutic intervention, method, device, protocol, or other health-related intervention;

o) Health Data — any information about physical or mental health status, including medical history, diagnosis, treatment, diagnostic images, laboratory data, or other information related to a person's health;

p) Biological Material — any biological sample obtained from the human body, including blood, tissue, saliva, genetic material, or other material of biological origin used for research purposes;

q) Conflict of Interest — a circumstance where a person's personal, professional, financial, institutional, or other interest affects, may affect, or creates a reasonable perception of such influence on their decisions, independence, impartiality, and objectivity in the process of planning, executing, evaluating, funding, publishing, or other activities related to research;

r) Research Ethics Committee — an independent collegial body established at the University that carries out research ethical review, evaluation, monitoring, and other powers in accordance with this Code and relevant internal acts of the University;

s) FAIR Principles — principles of research data management meaning that data must be Findable, Accessible, Interoperable, and Reusable;

t) Artificial Intelligence Tools — software, algorithmic, or generative systems used for the purpose of creating, processing, analyzing, or evaluating text, data, images, or other research material;

u) Whistleblower — a person who, in good faith and provided there is a reasonable basis, reports a possible violation of academic or research integrity and benefits from the protection mechanisms provided for by this Code and the internal acts of the University.

Article 5. Academic Freedom and Ethical Responsibility

1. The University recognizes academic freedom as a fundamental academic value and ensures the right of researchers to independently choose their research topic, methodology, theoretical approach, and analytical framework.
2. Academic freedom is exercised within the framework of ethical responsibility and cannot be used to justify research activities that:
 - a) Violate human rights, ethical principles, or legal norms;

- b) Create an unjustified or disproportionate risk to research participants, society, or the environment;
 - c) Damage the credibility of research, academic integrity, or public trust.
3. The researcher is obliged to comply at all stages of research with the requirements established by this Code, applicable legislation, and relevant professional standards.
 4. The University facilitates the balancing of academic freedom and ethical responsibility, the independence of research activities, scientific diversity, and the development of a responsible research culture

Chapter II. Principles of Research Ethics

Article 6. Fundamental Principles of Research Ethics

1. This Chapter defines the fundamental principles of research ethics, which constitute the ethical foundation of research activities carried out at the University.
2. Any research activity carried out at the University is based on the fundamental principles of research ethics, which ensure the protection of human dignity, scientific integrity, and the credibility of research results.
3. Research activities at the University are carried out on the basis of the following main ethical principles:
 - a) Respect for human dignity and autonomy;
 - b) Beneficence, prevention of harm, and protection of participant well-being;
 - c) Justice and equality;
 - d) Academic integrity and scientific honesty;
 - e) Scientific validity and methodological credibility;
 - f) Confidentiality and data protection;
 - g) Accountability and professional responsibility;
 - h) Proportionality in the ethical review process.
4. The University recognizes the fundamental values of research integrity — Reliability, Honesty, Respect, and Accountability, and facilitates research transparency, responsible data management, and the implementation of Open Science and FAIR principles within the frameworks defined by legislation and the specifics of the research.
5. In applying ethical principles, the nature, purpose, methodology, potential risks, and interests of the research participants must be taken into account..

Article 7. Respect for Human Dignity and Autonomy

1. Any research must be based on respect for the dignity, autonomy, and fundamental rights of the persons involved in the research.
2. Research conducted with human participation must be based on the free and informed consent of the participants.
3. Research participants must be provided in advance with sufficient, clear, and understandable information regarding the purpose, methods, potential risks and benefits of the research, data processing, and the rights of the participants.
4. A participant has the right to refuse to participate in research or to terminate participation at any stage of the research without any negative consequences for them, except in cases directly provided for by law.

Article 8. Beneficence and Prevention of Harm

1. Research must be planned and executed in such a way that maximizes expected benefits and minimizes potential harm.
2. The researcher is obliged to evaluate in advance the potential physical, psychological, health-related, social, economic, or reputational risks associated with the research and to take appropriate preventive measures to reduce or avoid them.
3. In carrying out research, special attention must be paid to the protection of vulnerable persons and groups, as well as to cases where the research may be associated with increased ethical risks.
4. In the event of new or unforeseen risks revealed during the research process, the researcher is obliged to take appropriate measures to ensure the protection of participants and, where necessary, notify the Research Ethics Committee..

Article 9. Justice and Equality

1. The selection of research participants must be based on scientific goals and the substantive necessity of the research.
2. The selection of participants based on discriminatory grounds or their disproportionate burdening with risks associated with the research is impermissible.
3. Research participants must be given an equal opportunity to participate and to benefit from the rights associated with the research, unless the goals and methodology of the research objectively require a different approach.
4. The inclusion of vulnerable persons or groups in research is permissible only if it is justified by scientific goals and additional protection of their rights and interests is ensured.
5. The University facilitates compliance with the principles of equality, diversity, and inclusion in research activities and ensures, within the scope of capabilities, equal opportunities for participation in research processes, the impermissibility of discrimination, and the development of an inclusive research environment.

Article 10. Academic Integrity and Scientific Honesty

1. Research must be carried out in compliance with the principles of academic integrity, scientific honesty, and professional responsibility.
2. The researcher is obliged to act honestly, transparently, and responsibly at all stages of research.
3. The following are impermissible:
 - a) Data fabrication;
 - b) Data falsification;
 - c) Plagiarism;
 - d) Distorted or inaccurate presentation of research results;
 - e) Violation of any other form of research integrity.
4. The researcher is obliged to avoid a conflict of interest or, in the event of its existence, properly disclose it.
5. In attributing authorship, co-authorship, and in the dissemination of research results, the principles of fairness, transparency, and professional responsibility must be observed

Article 11. Scientific Validity and Methodological Credibility

1. Ethically permissible research must be scientifically substantiated and methodologically credible.
2. The research design, methodology, and data analysis methods must ensure the credibility and scientific validity of the obtained results.
3. The researcher is obliged to record, analyze, and present research data accurately and completely.
4. Research must be carried out by persons possessing appropriate competence, qualification, and professional knowledge, or under their proper supervision.
5. It is impermissible to carry out research that lacks scientific substantiation, methodological credibility, or fails to provide a realistic possibility of achieving the research goals.

Article 12. Confidentiality and Data Protection

1. Information obtained within the scope of research must be processed in compliance with the principles of confidentiality and data protection.
2. The processing of personal data must be carried out in accordance with applicable legislation and the relevant internal policies of the University.
3. The researcher is obliged to take appropriate technical and organizational measures to ensure data security, confidentiality, and the prevention of unauthorized access.

4. Within the scope of research, data anonymization or pseudonymization methods shall be used whenever possible.
5. To minimize the possibility of identifying research participants, the collection, storage, use, and dissemination of data must be carried out only to the extent necessary for the research purposes

Article 13. Research Data Management

1. Research data must be managed in compliance with the principles of security, credibility, confidentiality, findability, and, within the frameworks defined by legislation and the specifics of the research, accessibility.
2. The storage, use, sharing, archiving, and destruction of data obtained within the scope of research must be carried out in compliance with the relevant data management requirements.
3. The University ensures:
 - a) Appropriate mechanisms for the storage and protection of research data;
 - b) The definition of rules for access to data;
 - c) The establishment of data storage periods and archiving rules;
 - d) The existence of procedures for the secure destruction of data.
4. When managing research data, the FAIR principles shall be taken into account within the scope of capabilities..

Article 14. Accountability and Professional Responsibility

1. The researcher is responsible for the ethical, scientific, and professional compliance of the research carried out by them.
2. The researcher is obliged to comply at all stages of research with the requirements established by this Code and applicable legislation.
3. The researcher is responsible for ensuring proper ethical guidance and supervision of students and other members of the research group involved within the scope of the research.
4. The University facilitates the development of responsible research practices and ensures the institutional support mechanisms required for the protection of ethical standards.

Article 15. Principle of Proportionality

1. The ethical evaluation of research must be based on the principle of proportionality.
2. The scope and depth of an ethical review are determined according to the risk, sensitivity, and complexity of the research..

3. In relation to low-risk research, it is possible to use simplified ethical review procedures, while high-risk research is subject to a full ethical evaluation.
4. In the process of ethical evaluation, the goals, methodology, category of participants, nature of data, and the potential impact of the research on participants, society, and the environment must be taken into account.

Article 16. Application of Ethical Principles in the Research Cycle

1. The principles defined by this Chapter apply to all stages of research, including research planning, execution, data collection and analysis, data storage and processing, as well as the publication and dissemination of research results.
2. Researchers are obliged to take ethical issues into account at an early stage of planning the research design and methodology.
3. In carrying out research, researchers are obliged to periodically evaluate ethical issues related to the research and, if necessary, take appropriate preventive or corrective measures.

Article 17. Mutual Balancing of Ethical Principles

1. In carrying out research, situations may arise where it becomes necessary to balance different ethical principles with one another.
2. In such a case, the decision must be based on a reasoned evaluation, taking into account the principle of proportionality, the protection of human rights, and the scientific goals of the research.
3. When evaluating ethical issues, priority is given to the protection of the dignity, rights, and safety of the research participants.
4. In the event of a mutual conflict between ethical principles, the researcher shall, if necessary, apply to the Research Ethics Committee to obtain an appropriate recommendation or ethical evaluation.
5. In carrying out research, respect for the principles of environmental protection, cultural heritage, public interests, and sustainable development must be taken into account if it stems from the content, goals, or potential impact of the research.

Chapter III. Informed Consent, Vulnerable Groups, and Data Protection

Article 18. General Provisions

1. This Chapter defines the basic rules for the practical implementation of the ethical principles established by Chapter II of this Code.
2. The said rules aim to protect the rights, dignity, safety, and privacy of research participants.

3. The requirements defined in this Chapter apply to all research that involves human participation or the use of personal or sensitive data.
4. In relation to biomedical, clinical, and health sector research, the relevant special provisions of this Code are additionally applied.

Article 19. Informed Consent Procedure

1. Research conducted with human participation is permissible only on the basis of the free and informed consent of the participants.
2. Prior to obtaining informed consent, the research participant must be provided with clear, accurate, and understandable information regarding:
 - a) The purpose and content of the research;
 - b) The process and estimated duration of the research;
 - c) Potential risks and expected benefits;
 - d) The conditions for the use and protection of data;
 - e) The right to terminate participation.
3. Informed consent, as a rule, is obtained in written form.
4. Oral or electronic consent is permissible only if it is properly substantiated and approved by the Research Ethics Committee.
5. The research participant must be given sufficient time and opportunity to familiarize themselves with the provided information and to make an informed decision regarding participation in the research.
6. In the case of biomedical, clinical, and health sector research, the informed consent form must additionally include information regarding:
 - a) Medical procedures or interventions associated with the research;
 - b) Potential health risks and discomfort;
 - c) The conditions for the use of health data, diagnostic material, biological samples, or medical images;
 - d) The procedure for terminating participation in the research and potential consequences, if any.
7. Informed consent represents an ongoing process, and in the event of a change in material circumstances during the course of the research, the participant must be provided with additional information and, if necessary, a renewed consent must be obtained.

Article 20. Protection of Vulnerable Groups

1. Research associated with vulnerable groups is subject to a special ethical review.
2. Such research is permissible only if:
 - a) The inclusion of the said group is necessary to achieve the research goal;
 - b) The risks associated with the research are minimized to the maximum extent;
 - c) Additional protection mechanisms are provided;
 - d) The consent of an authorized representative is obtained, where necessary.
3. In carrying out research associated with vulnerable groups, special attention must be paid to the protection of the participants' dignity, safety, well-being, free choice, and interests.
4. Vulnerable groups, among others, may include minors, persons with disabilities, persons with a restricted capacity to make decisions due to their health status, persons in institutional or social dependency, and other persons or groups whose free and informed participation may be restricted.
5. Research carried out with the participation of vulnerable groups, as a rule, is subject to a full ethical evaluation by the Research Ethics Committee

Article 21. Confidentiality and Data Protection

1. The researcher is obliged to ensure the protection of research participants' confidentiality and the lawful, fair, and secure processing of personal data.
2. Within the scope of research, data must be collected only to the extent necessary for the research purposes.
3. Personal data must be protected securely and, where possible, anonymized or pseudonymized.
4. Research containing personal or sensitive data must be based on a data management plan.
5. The data storage period, access rules, and conditions for destruction or archiving are determined by the data management plan, applicable legislation, and relevant internal acts of the University.
6. Access to personal and sensitive data must be restricted only to those persons who possess appropriate authority for the purpose of carrying out the research.
7. When processing health data, biological material, or other special categories of data, additional organizational and technical data protection measures must be used.

When managing research data, the University facilitates the responsible use and sharing of data, taking into account the FAIR principles, within the framework that ensures compliance with confidentiality, personal data protection, and ethical requirements..

Chapter IV. Ethics of Biomedical, Clinical, and Health Sector Research

Article 22. Special Ethical Requirements for Biomedical, Clinical, and Health Sector Research

1. Biomedical, clinical, and health sector research is subject to the general ethical requirements established by this Code and the special ethical standards defined by this Chapter.
2. The said research must be carried out with exceptional compliance with the principles of human dignity, protection of life and health, safety, autonomy, informed consent, confidentiality, and minimization of harm.
3. The life, health, safety, rights, and well-being of the research participant shall take priority over scientific, institutional, professional, or financial interests.
4. Biomedical, clinical, or health sector research is permissible only if:
 - a) The research is scientifically substantiated and methodologically credible;
 - b) The expected benefit is proportionate to the potential risks;
 - c) Ethical risks are evaluated and appropriate measures for their reduction have been taken;
 - d) The protection of the rights, safety, and privacy of research participants is ensured.
5. In planning and carrying out health sector research, special attention must be paid to the evaluation of risks and benefits, the safety of research participants, and the protection of health data.
6. Biomedical, clinical, and health sector research must be carried out by persons possessing appropriate professional competence or under their direct supervision.

Article 23. Special Requirements for Research Related to Clinical and Health Data

1. Any biomedical, clinical, or health sector research that involves the direct participation of human beings, the evaluation of a medical intervention, the use of biological material, or the processing of health data is subject to prior ethical evaluation and appropriate ethical review by the Research Ethics Committee.
2. Clinical research cannot commence without prior ethical approval from the Research Ethics Committee.
3. The use of health data, medical records, diagnostic images, or other health-related information is permissible only:
 - a) To the extent necessary for the research purposes;
 - b) In compliance with confidentiality and data protection requirements;
 - c) By ensuring the anonymization or pseudonymization of data within the scope of capabilities;
 - d) Provided there is an appropriate legal or ethical basis.

4. The use of a patient's image, diagnostic material, radiological data, or other identifiable information in medical research is permissible only in the presence of proper informed consent or another legal basis provided for by law.
5. In the case of retrospective research based on medical records or carried out using secondary health data, the Research Ethics Committee evaluates the necessity of informed consent, taking into account the risk of the research, the identifiability of the data, and the interests of the participants.
6. When using health data, biological material, or diagnostic information, the researcher is obliged to ensure secure data storage, restriction of access, and prevention of unauthorized use.

Article 24. Special Requirements for Informed Consent in Biomedical, Clinical, and Health Sector Research

1. In biomedical, clinical, and health sector research, informed consent is obtained in accordance with the rules established by Article 18 of this Code, taking into account the special requirements provided for by this Article.
2. The research participant must additionally be provided with information regarding:
 - a) Potential medical, physical, psychological risks or risks associated with discomfort;
 - b) Medical procedures, interventions, or diagnostic methods used within the scope of the research;
 - c) The conditions for the use of health data, clinical or diagnostic images, biological material, or other health-related information;
 - d) The mechanisms for confidentiality of information obtained within the scope of the research and for health data protection.
3. Refusal to participate or the termination of participation in biomedical, clinical, or health sector research must not result in the restriction of medical services, academic status, or other legal interests of the person, except in cases provided for by law.
4. The participation of vulnerable patients, minors, or persons with a restricted capacity to make decisions independently is permissible only in the presence of additional ethical protection mechanisms and, where necessary, on the basis of the consent of an authorized representative.

Chapter V. Ethical Responsibilities

Article 25. General Responsibilities of the Researcher

1. The researcher is obliged to ensure the compliance of the research carried out by them with the requirements of this Code.
2. The researcher is obliged to:
 - a) Identify potential risks associated with ethical issues at the research planning stage;
 - b) Determine whether the research requires ethical review and prior approval from the Research Ethics Committee;
 - c) Obtain all necessary permissions and consents before commencing data collection;
 - d) Comply with the approved research ethical protocol and defined ethical conditions;
 - e) Immediately notify the Research Ethics Committee of any significant change, new ethical or health-related risk, adverse event, or circumstance related to the safety of the participants.
3. Ethical responsibility is personal, and a researcher cannot be exempted from this responsibility on the basis of the funding source, institutional status, or the existence of an external partnership.
4. The researcher is obliged to possess appropriate knowledge regarding research ethics and research integrity and, where necessary, participate in relevant educational or professional development events.
5. The researcher is obliged to disclose any real, potential, or perceived conflict of interest that may influence the independence and credibility of the research.
6. The researcher is responsible for the proper storage and protection of research data, documentation, and other information related to research materials

Article 26. Ethical Consultation

1. The researcher may apply to the Research Ethics Committee or the relevant responsible person at an early stage of research planning to obtain a consultation on ethical issues.
2. The purpose of the consultation is the prior identification of potential ethical risks, the improvement of the research design, and facilitating the proper consideration of ethical requirements.
3. Ethical consultation does not replace the official ethical review procedure if such a review is mandatory.
4. Ethical consultation may include recommendations regarding research methodology, informed consent, data protection, participant safety, protection of vulnerable groups, and other ethical issues.
5. Recommendations issued within the scope of a consultation do not constitute ethical approval and do not exempt the researcher from the obligations established by this Code.

Article 27. Student Research at the Bachelor Level

1. Research carried out at the Bachelor level must be proportionate to educational goals and, as a rule, belong to low-risk research.
2. Research carried out at the Bachelor level is executed under the supervision of an academic advisor.
3. The Bachelor student is obliged to fill out an ethical self-assessment form before commencing the research.
4. The academic advisor evaluates the ethical risks and determines whether the research represents a low-risk student research project or requires forwarding the research application to the Research Ethics Committee.
5. Prior approval of the research application by the Research Ethics Committee is mandatory if the research includes:
 - a) Human participation in connection with sensitive topics;
 - b) Minors or other vulnerable groups;
 - c) Personal or sensitive data;
 - d) Psychological, social, reputational, or legal risks;
 - e) The use of health data, biological material, or other sensitive information from the health sector.
6. Low-risk student research may be subjected to a simplified ethical evaluation in accordance with the procedures established by this Code.
7. The academic advisor is responsible for explaining research ethics requirements to the student and facilitating compliance with the relevant ethical standards.

Article 28. Student Research Within the Scope of Master's and One-Cycle Educational Programs

1. A master's research project, a master's thesis, or research carried out within the scope of a one-cycle educational program is subject to prior ethical review and an appropriate decision by the Research Ethics Committee before data collection begins
2. Review and prior approval of an ethical application by the Research Ethics Committee is mandatory if the research includes:
 - a) Human participation;
 - b) Personal or sensitive data;
 - c) Minors or other vulnerable groups;
 - d) Biomedical, clinical, or health sector issues;

- e) Other increased ethical risks.
- 3. The academic advisor is obliged to explain the research ethical requirements to the student in detail and ensure proper academic supervision during the research execution process
- 4. Biomedical, clinical, or health sector research carried out within the scope of a one-cycle educational program, as a rule, is subject to prior ethical evaluation by the Research Ethics Committee.

Article 29. Doctoral Research

1. Doctoral research that involves human participation, the processing of personal or sensitive data, vulnerable groups, sensitive topics, or other significant ethical issues is subject to prior review and, where necessary, approval by the Research Ethics Committee.
2. The doctoral student is obliged to submit a comprehensive ethical application and relevant research documentation.
3. The doctoral student is obliged to carry out the research only within the framework of the approved ethical protocol.
4. The scientific supervisor is obliged to provide ethical guidance, monitoring, and appropriate consultation to the doctoral student for the doctoral research.
5. In the event of material changes, new ethical risks, or changes to the research conditions during the process of executing doctoral research, the doctoral student is obliged to submit the relevant information to the Research Ethics Committee.

Article 30. Responsibilities of Academic Personnel

1. Academic personnel, acting as researchers and supervisors of student research, are obliged to comply with the requirements of this Code.
2. Academic personnel bear responsibility for:
 - a) The compliance of their own research with research ethical standards;
 - b) The ethical guidance and supervision of students;
 - c) Identifying and managing conflicts of interest;
 - d) The compliance of research carried out through external funding, commissioning, or partnership with the requirements of this Code.
3. Academic personnel are obliged to facilitate the development of a culture of research ethics, academic integrity, and responsible research practices at the University.
4. The academic or scientific supervisor, when executing student research, acts in accordance with the ethical supervision requirements established by Article 32 of this Code.

Article 31. Research Funding and Sponsorship

1. Research carried out at the University, including research executed through external funding, grants, or commissions, must comply with the ethical principles and requirements of this Code.
2. The funding source, sponsor, or partner organization may not exert an influence on the research methodology, data analysis, interpretation of results, or the publication of research results that violates scientific independence, academic freedom, and academic integrity.
3. The researcher is obliged to transparently disclose the source of research funding and potential conflicts of interest in accordance with relevant institutional rules.
4. In the case of research carried out through external funding or partnership cooperation, the professional independence of the researcher and the possibility to freely publish the research results must be protected, unless otherwise established by law or contract..

Article 32. Ethical Supervision of Student Research

1. Compliance with ethical requirements during the execution of student research constitutes an obligation for both the student and the academic or scientific supervisor.
2. The academic or scientific supervisor is obliged to:
 - a) Ensure the proper understanding of research ethical requirements by the student;
 - b) Evaluate potential ethical risks of the research at the planning stage;
 - c) Ensure the submission of an ethical application to the Research Ethics Committee, where necessary;
 - d) Facilitate the execution of the research in accordance with the approved ethical conditions and protocol.
3. A student research supervisor may not agree to the execution of research that clearly contradicts the principles of this Code or poses an unjustified ethical risk.
4. In the event of identifying ethical risks or material changes to the research conditions, the supervisor is obliged to provide the relevant information to the student and, where necessary, apply to the Research Ethics Committee..

Chapter VI. Authorship, Publication, and the Use of Artificial Intelligence

Article 33. Author and Co-author

1. An author is a person who has made a real, substantial, identifiable, and verifiable academic, scientific, or intellectual contribution to the conceptual development, planning, execution, data analysis, or preparation of research results, and who shares responsibility for the content and integrity of the work within the scope of their participation.
2. A co-author is a person who participated with others in creating a research paper or publication and who made a substantial academic or intellectual contribution to the research.
3. Co-authors must agree in advance on their roles and responsibilities.
4. The contribution of co-authors to a research paper or publication must be determined transparently, taking into account the standards and established practices of the relevant scientific discipline. Where necessary, internationally recognized authorship contribution description systems (e.g., CRediT Taxonomy) may be used.
5. It is impermissible to omit the indication of a person as an author if they have made a substantial academic or intellectual contribution to the research or publication.
6. It is impermissible to indicate a person as an author if they have not made a substantial academic or intellectual contribution to the research.
7. All authors are responsible for the integrity of their own contribution and, within the scope of their participation, for the scientific credibility and integrity of the work.
8. Administrative, financial, technical, or organizational support does not in itself constitute a ground for authorship unless the person has made a substantial academic or intellectual contribution to the research.
9. Disputes related to authorship and co-authorship shall be reviewed in accordance with the procedure established at the University, protecting the principles of fair process, impartiality, transparency, and the equality of the parties.

Article 34. Publication Ethics

1. The publication of research results must be based on the principles of accuracy, honesty, transparency, and academic integrity.
2. The following actions are impermissible:
 - a) Repeated publication of the results of the same research without appropriate citation;
 - b) Self-plagiarism without appropriate citation;
 - c) Misleading, manipulative, or distorted presentation of research results;
 - d) Artificially dividing research results into several publications solely for the purpose of increasing the number of publications, unless such division is scientifically substantiated.
3. The researcher must properly disclose:
 - a) The source of research funding;

- b) Potential conflicts of interest;
 - c) Information regarding the ethical approval issued by the Research Ethics Committee, where necessary.
4. It is impermissible to suppress, conceal, or deliberately refrain from publishing negative, undesirable results or results contrary to the research hypothesis solely due to their content, if their publication is important from a scientific, ethical, or public interest perspective.
 5. In publishing research results, the rules established regarding applicable legislation, confidentiality, data protection, and ethical requirements must be observed.
 6. In the publication process, applicable ethical and professional standards regarding authorship, citation, data use, and the presentation of research results must be observed

Article 35. Principles of Open Science

1. The University recognizes the importance of the principles of Open Science and facilitates the transparency, accessibility, cooperation, and responsible dissemination of research results.
2. The researcher, within the scope of capabilities and taking into account restrictions stemming from legal, ethical, contractual, or intellectual property rights, is obliged to:
 - a) Facilitate access to and the responsible dissemination of research results;
 - b) Encourage the use of Open Access principles;
 - c) Ensure the transparency of the research methodology and results;
 - d) Facilitate scientific cooperation and the dissemination of knowledge.
3. In implementing the principles of Open Science, compliance must be maintained with:
 - a) Personal data protection requirements;
 - b) Confidentiality obligations;
 - c) Intellectual property rights;
 - d) The rights, dignity, and safety of research participants;
 - e) Restrictions established by applicable legislation, contracts, or funding conditions
4. When managing and sharing research data, the University facilitates the use of FAIR principles to the extent that it does not contradict ethical, legal, and confidentiality requirements.

Article 36. Use of Artificial Intelligence in Research

1. The use of artificial intelligence tools is permissible only within the scope that does not violate scientific accuracy, confidentiality, personal data protection, and academic integrity.
2. An artificial intelligence system cannot be indicated as an author.

3. When using artificial intelligence, the final responsibility for the content, accuracy, and ethical compliance of the research rests fully with the researcher.
4. If the use of artificial intelligence tools has exerted a substantial influence on the preparation of the research, data analysis, text generation, coding, or presentation of research results, the researcher is obliged to properly reflect this in the relevant documentation, publication, or declaration on the use of artificial intelligence, which shall indicate:
 - a) The system used and its version;
 - b) The purpose of use;
 - c) The scope of use;
 - d) The functions performed by the artificial intelligence;
 - e) The verification and validation process carried out by the researcher.
5. The use of artificial intelligence in the research process must be transparent, proportionate, and appropriate to the scale of its actual use.
6. It is impermissible to enter confidential, personal, sensitive, health-related, or identifiable patient data into a digital system, including an artificial intelligence tool, whose safety, legality, or terms of use have not been properly evaluated.
7. Artificial intelligence may be used only as a supporting tool and it must not replace the independent academic analysis and critical evaluation of the researcher.
8. It is impermissible to use artificial intelligence for the purpose of:
 - a) Generating non-existent data, sources, or research results;
 - b) Deliberately distorting or manipulating research results;
 - c) Plagiarism, improper paraphrasing, or using another's text without citing the source;
 - d) Replacing ethical evaluation, peer review, or scientific reasoning;
 - e) Unlawful or unsafe processing of confidential, personal, or sensitive data.
9. Deliberately failing to declare, or providing an incomplete or false declaration regarding the use of artificial intelligence, constitutes a violation of academic and research integrity.
10. The Research Ethics Committee is authorized, where necessary, to request additional information regarding the use of artificial intelligence or to evaluate its potential ethical, legal, and data protection risks.

Article 37. Ethics of Peer Review

1. Peer review must be carried out in compliance with the principles of impartiality, confidentiality, professional responsibility, and academic integrity.
2. A reviewer is obliged to disclose any real, potential, or perceived conflict of interest that may influence their independence and objectivity.

3. Information obtained during the peer review process is confidential and may not be used for personal, professional, or other benefit.
4. A reviewer is obliged to evaluate the submitted work fairly, objectively, and solely on the basis of academic and professional criteria.
5. The use of artificial intelligence tools during the peer review process is permissible only for supporting purposes and must not replace the independent professional evaluation of the reviewer.

Chapter VII. Research Ethics Committee

Article 38. Research Ethics Committee and its Status

1. A permanent institutional body — the Research Ethics Committee — is established at the University, which carries out the ethical review, evaluation, and monitoring of research planned and executed at the University.
2. The Committee acts independently in the execution of its activities and takes decisions on the basis of academic integrity, ethical principles, and applicable legal and institutional norms.
3. The Committee is provided with organizational and administrative support by the University, while it acts independently in the process of ethical evaluations and decision-making and is free from any undue influence.

Article 39. Composition of the Committee

1. The Research Ethics Committee must be multidisciplinary and consist of members possessing appropriate qualifications.
2. The composition of the Committee shall, within the scope of capabilities, take into account:
 - a) Disciplinary diversity;
 - b) Gender balance;
 - c) Different professional and academic experience.
3. Where necessary, the Committee is authorized to invite an external independent expert for the purpose of reviewing a specific research application.
4. Representatives of other academic or professional institutions may also be included in the composition of the Committee, which will facilitate the objectivity of the ethical review process and strengthen public trust.
5. When reviewing biomedical, clinical, or health sector research, a member possessing appropriate qualifications or an invited independent sectoral expert must participate in the composition of the Committee.

6. When reviewing high-risk, clinical, or complex biomedical research, the Committee is authorized to invite an independent clinical, bioethics, data protection, or other relevant specialist to ensure an expert evaluation

Article 40. Conflict of Interest

1. A Committee member is obliged to declare in advance any real, potential, or perceived conflict of interest.
2. In the presence of a conflict of interest, the Committee member does not participate in the review of or decision-making on the relevant research application.
3. The management of conflicts of interest is carried out in accordance with the relevant policy and internal legal acts of the University.
4. A conflict of interest may include, among others, the Committee member's participation in the research, scientific supervision, co-authorship, financial interest, personal or professional relationship, or other circumstance that may influence their impartiality.

Article 41. Powers of the Committee

1. The Research Ethics Committee is authorized to:
 - a) Review research ethics applications;
 - b) Take decisions on approving research, defining additional conditions, deferring review, or rejecting an application;
 - c) Request modifications to the research protocol;
 - d) Carry out the ethical monitoring of approved research;
 - e) Where necessary, through a substantiated decision, suspend or revoke the ethical approval issued for a research project.
2. The Committee periodically evaluates ethical review practices and, where necessary, develops recommendations for the purpose of improving the research ethics system.
3. The Committee is authorized to define the format of the research ethical review, including an expedited or full review procedure.
4. The Committee is authorized to issue recommendations on issues of research ethics, research integrity, and responsible research practices

Article 42. Principles of Committee Activity

1. The Committee ensures the ethical evaluation of research on the basis of the principles of fairness, transparency, independence, and professional impartiality.
2. The decisions of the Committee are based on the principles of this Code, applicable legal norms, and relevant internal legal acts of the University.

3. Ethical review procedures must be consistent, fair, and proportionate to the risk level of the research.
4. The activity of the Committee is based on the principles of protecting confidentiality and professional ethics.
5. The Committee takes a decision only if more than half of the Committee members are present at the meeting. Decisions are made by a majority vote of the members present, unless another rule is established by the internal acts of the University.
6. Committee meetings may be held in physical, electronic, or hybrid formats, provided that the confidentiality of the review process, procedural correctness, and compliance with the proper rules of decision-making are ensured.
7. Committee members are obliged to protect the confidentiality of information received during the review process.

Article 43. Formation of the Committee

1. The members of the Research Ethics Committee, including the Chairman of the Committee, shall be approved by the Rector of the University for a term of three years. The same person may be re-approved.
2. The number and composition of the Committee members, as well as the organizational and procedural rules of the Committee's activities, shall be determined by the Regulations of the Research Ethics Committee of the University

Article 44. Committee Meetings

1. The Research Ethics Committee shall meet as required, but no less than once per semester. In the presence of a high-risk, biomedical, clinical, or health sector research application, a Committee meeting must be held within a reasonable timeframe.
2. Committee meetings shall be convened by the Chairman of the Committee or their authorized representative.
3. Members shall be notified of the Committee meeting's agenda in advance, and the documentation necessary for review shall be forwarded to them.
4. The activities and decisions of the Committee are subject to proper documentation and shall be stored in accordance with the rules established by the University, in compliance with confidentiality requirements.

Article 45. Transparency and Reporting of Committee Activities

1. The Research Ethics Committee ensures the transparency and accountability of its activities to the University and the academic community.

2. The Committee prepares an annual activity report, which is published on the University's website. The annual report may include, among others:
 - a) The number of reviewed research applications;
 - b) The types of decisions taken;
 - c) The results of ethical monitoring;
 - d) Key trends and recommendations related to research ethics.
3. In preparing and publishing the report, the protection of personal data of research participants, researchers, and other persons must be ensured.
4. The University ensures the accessibility of the fundamental principles, procedures, and application submission rules of the Research Ethics Committee for the university community.

Article 46. Continuous Improvement and Quality Assurance of the Research Ethics System

1. The University ensures the continuous development and improvement of the research ethics system, taking into account international ethical standards, national legislation, and best academic practices.
2. The Research Ethics Committee, in cooperation with the Quality Assurance Service, periodically evaluates ethical review practices, the efficiency of procedures, and compliance with ethical requirements.
3. The results of the evaluation may be used for:
 - a) The improvement of the Code of Research Ethics and relevant internal acts;
 - b) The development of ethical review procedures;
 - c) Strengthening the culture of research ethics and research integrity;
 - d) The development of the university's research governance and quality assurance system.
4. The University facilitates the integration of research ethics principles into research activities, educational programs, and institutional management.

Article 47. Interaction with the Academic Integrity System

1. The Research Ethics Committee carries out its activities in coordination and cooperation with the academic integrity system of the University.
2. If a potential violation of academic or research integrity is identified within the scope of an ethical review, monitoring, or other procedure, the Research Ethics Committee is authorized to transfer the relevant information and materials to the Academic Integrity Commission of the University or another authorized body for the purpose of further review and response.
3. The types of academic or research integrity violations are defined by Chapter IX of this Code.

4. An ethical decision taken by the Research Ethics Committee does not restrict the authority of the Academic Integrity Commission to independently review issues related to violations of academic integrity.
5. The Academic Integrity Commission and the Research Ethics Committee cooperate for the purpose of developing a culture of research integrity, ethics, and academic responsibility, preventing violations, and raising awareness.
6. The University ensures the coordinated and effective functioning of the research ethics and academic integrity systems.

Chapter VIII. Procedure for Research Ethical Review

Article 48. Purpose and Scope of Action

1. This Chapter defines the procedures for research ethical review, the rules for decision-making, and the core mechanisms of ethical monitoring.
2. The provisions of this Chapter apply to those research projects carried out under the responsibility of the University that require ethical consultation, ethical evaluation, ethical approval, monitoring, or another ethical procedure.

Article 49. Mandatory Ethical Review

1. Research that involves human participation, personal or sensitive data, vulnerable groups, or other significant ethical risks is subject to ethical review.
2. The execution of research for which the necessity of prior ethical approval is defined by this Code or by a decision of the Research Ethics Committee is impermissible until the corresponding ethical approval is obtained.
3. Special ethical requirements defined by this Code additionally apply to biomedical, clinical, and health sector research.
4. Commencing research without a mandatory ethical review or prior ethical approval constitutes a violation of this Code.

Article 50. Process Participants and Their Responsibilities

1. The following participate in the research ethical review process:
 - a) The researcher or student, who fills out the relevant application form, submits complete and accurate information, and complies with the approved ethical conditions;
 - b) The academic or scientific supervisor, who, in the case of student research, carries out the primary evaluation of ethical issues and, where necessary, recommends the submission of the application to the Research Ethics Committee;

- c) The Research Ethics Committee, which carries out the ethical review, takes decisions, and, where necessary, executes ethical monitoring.
2. All participants in the research ethical review process are obliged to act in good faith, impartially, in compliance with confidentiality, and in accordance with the requirements of this Code..

Article 51. Submission of an Ethical Application

1. A researcher or student whose research is subject to ethical review in accordance with this Code is obliged to submit an ethical application to the Research Ethics Committee before commencing the research.
2. Depending on the level and type of research, the following ethical application forms are used:
 - a) The Bachelor ethical self-assessment form — in accordance with Appendix No. 1 of this Code;
 - b) The ethical application form for a master's student and a student of a one-cycle educational program — in accordance with Appendix No. 2 of this Code;
 - c) The ethical application form for a doctoral student or researcher — in accordance with Appendix No. 3 of this Code
3. The ethical application must be submitted before commencing the research, including prior to data collection or the involvement of research participants.
4. Taking into account the type and risk level of the research, the ethical application may include:
 - a) A description and the objectives of the research;
 - b) The research methodology;
 - c) The rules for selecting and involving participants;
 - d) An evaluation of potential risks and measures for their reduction;
 - e) Informed consent forms;
 - f) A data management plan;
 - g) A declaration of conflicts of interest;
 - h) In the case of biomedical, clinical, or health sector research — an evaluation of health-related risks, safety protection mechanisms, and additional measures for participant protection

Article 52. Formal Verification of the Application

1. After the submission of an ethical application, the application is subject to formal verification, the purpose of which is to establish that the application is fully completed and that the necessary documentation established by this Code has been presented.
2. Formal verification is carried out by a person authorized by the Committee within 5 working days from the receipt of the application.

3. Within the scope of formal verification, the following, among others, are verified:
 - a) Whether the application form is fully completed;
 - b) Whether the research is described and its core methodological framework is presented;
 - c) Whether informed consent forms are presented, where necessary;
 - d) Whether a data management and protection plan is presented;
 - e) Whether other necessary documentation established by this Code has been submitted.
4. In the event that the application is incompletely filled out, the applicant shall be notified of the identified deficiencies and given a reasonable timeframe to eliminate them.
5. The ethical review procedure commences only after the presentation of a complete application and the necessary documentation

Article 53. Prior Ethical Evaluation and Determination of the Review Format

1. At the first stage, the ethical application is subject to a prior ethical evaluation, the purpose of which is to determine the ethical risk level of the research and the appropriate review format.
2. Prior ethical evaluation is carried out by:
 - a) The academic or scientific supervisor — in the case of student research;
 - b) The Chairman of the Research Ethics Committee or a member designated by them — in the case of research submitted by academic or scientific personnel.
3. Based on the prior ethical evaluation, the application may be subjected to:
 - a) An expedited review — for low-risk research;
 - b) A full review — for high-risk, sensitive, or complex research.
4. Expedited review, as a rule, is used in cases where the research:
 - a) Is low-risk;
 - b) Does not involve vulnerable groups;
 - c) Does not use sensitive data;
 - d) Does not contain an intervention or increased risk.
5. Full review, as a rule, is used in cases where the research:
 - a) Involves the direct participation of human beings;
 - b) Uses personal or sensitive data;
 - c) Relates to vulnerable groups;
 - d) Is associated with biomedical, clinical, or health sector issues, the use of biological material, or other complex ethical circumstances;
 - e) Involves health data processing, patient-based research, or a health-related intervention.

6. Biomedical, clinical, and health sector research that involves human participation, health data, diagnostic material, biological samples, or a health-related intervention is, as a rule, subject to a full ethical review, except in cases where the Research Ethics Committee establishes a minimal ethical risk

Article 54. Ethical Review and Evaluation Criteria

1. When conducting an ethical review of an application, the Research Ethics Committee shall, among other things, evaluate:
 - a) The balance between risks and anticipated benefits;
 - b) The informed consent process;
 - c) Measures for ensuring data protection and confidentiality;
 - d) The scientific and methodological justification of the research to the extent necessary for ethical evaluation;
 - e) Mechanisms for the protection of research participants;
 - f) In the case of biomedical, clinical, or health sector research — the proportionality of health, safety, physical, or psychological risks associated with the research and the adequacy of additional mechanisms for participant protection.
2. Where necessary, the Committee is authorized to:
 - a) Request additional clarifications or specifications;
 - b) Request modifications to the research documentation or protocol;
 - c) Invite an independent expert

Article 55. Review Timeframes and Committee Decisions

1. Prior ethical evaluation, as a rule, shall be completed within 5 working days from the submission of the application.
2. In the case of an expedited review, a decision, as a rule, shall be taken within 10 working days from the submission of the application.
3. In the case of a full review, a decision, as a rule, shall be taken within 20 working days from the submission of the application.
4. The timeframes defined by this Article may be extended depending on the complexity of the application, the need to present additional information or documentation, or in the case of involving an independent expert.
5. Based on the results of the application review, the Research Ethics Committee shall take one of the following decisions:
 - a) Approval of the research;
 - b) Approval of the research subject to compliance with additional conditions;
 - c) Postponement of the review until additional information or documentation is presented;

- d) Refusal to approve the research.
- 6. The decision of the Committee must be in writing, fully justified, and notified to the applicant within a reasonable timeframe

Article 56. Monitoring and Documentation

1. Any substantial amendment to an approved research protocol is subject to prior evaluation by the Research Ethics Committee.
2. The researcher is obliged to immediately notify the Committee of significant ethical risks, adverse events, health-related incidents, or material deviations from the approved protocol arising during the course of the research.
3. The Committee is authorized to request an interim or final report.
4. Ethical approval issued for research remains valid for a period determined by the Committee and, where necessary, may be renewed.
5. The Committee is authorized to suspend or revoke the ethical approval issued for a research project if:
 - a) The research is being conducted in violation of the approved protocol;
 - b) A new ethical risk is identified that threatens the rights, safety, or well-being of the participants;
 - c) The researcher has failed to comply with the conditions specified by the Committee.
6. The researcher is obliged to notify the Committee of the completion of the research and, where necessary, submit a brief final report.
7. All applications, decisions, and relevant documentation shall be registered in the corresponding institutional registry of the University.
8. Ethical review documentation shall be stored securely, in compliance with confidentiality requirements.
9. Documentation may be used for the purposes of ethical monitoring, reporting, and quality assurance, in compliance with personal data protection requirements.

Chapter IX. Violations of Research Integrity

Article 57. Types of Violations of Research Integrity

1. The following, among others, shall be deemed a violation of research integrity:
 - a) Fabrication of data or research results;
 - b) Falsification of data, the research process, or research results;
 - c) Plagiarism;

- d) Improper attribution of authorship, including designating as an author a person who has not made a substantial contribution to the research, or omitting from authorship a person who has made such a contribution;
 - e) Distorted or misleading representation of research objectives, methods, or results;
 - f) Intentional non-disclosure of a conflict of interest;
 - g) Serious or systematic violation of an approved ethical protocol;
 - h) Intentional concealment, selective publication, or misleading interpretation of research results;
 - i) Selective use or presentation of data or research results in a manner that distorts the actual results of the research or their scientific significance;
 - j) Use of artificial intelligence that leads to a dishonest representation of research data, results, authorship, analysis, or the research process, or violates the ethical requirements established by this Code.
2. In the event that a violation of research integrity is identified, the appropriate response shall be carried out in accordance with the academic integrity system of the University and other relevant internal legal acts..

Article 58. Whistleblower Notification and Their Protection

1. A notification regarding a potential violation of research integrity may be submitted by a student, academic or administrative personnel, a research participant, a funder, a whistleblower, or any other interested person.
2. The University ensures the protection of a good-faith whistleblower from pressure, discrimination, harassment, retaliation, or other unfair treatment.
3. An anonymous notification may be reviewed if it contains sufficient and well-founded information regarding the potential violation.
4. The review of a notification shall be carried out in compliance with the principles of confidentiality, fairness, and impartiality.
5. The issues provided for by this Article are additionally regulated by the University's policy on reporting ethical violations and protection from retaliation.

Article 59. Initial Assessment and Inquiry

1. Upon receiving a whistleblower notification regarding a potential violation of research integrity, the relevant authorized body shall carry out an initial assessment, the purpose of which is the preliminary determination of the existence of a possible violation and the validity of the notification.

2. Where necessary, based on the recommendation of the Research Ethics Committee or the Academic Integrity Commission, a formal inquiry may be initiated in accordance with the rules established at the University.
3. The inquiry shall be carried out in compliance with the principles of independence, impartiality, confidentiality, fairness, and timeliness.
4. The person against whom the inquiry is being conducted must be given the opportunity to review the information and present their own position.
5. In the event that a violation is confirmed, the University is authorized to take appropriate and proportionate measures, including:
 - a) Correction or retraction of research results;
 - b) Suspension or revocation of ethical approval;
 - c) Temporary or permanent restriction of research activities;
 - d) Initiating disciplinary liability proceedings;
 - e) Informing relevant external institutions, where necessary.
6. The procedures provided for by this Article shall be carried out in accordance with the relevant internal legal acts of the University

Article 60. Good-Faith Notification and the Inadmissibility of False Accusations

1. A notification regarding a potential violation of research integrity must be submitted in good faith and responsibly.
2. It is inadmissible to submit information regarding a violation of research integrity knowingly falsely, with malicious intent, or for the purpose of damaging another person's reputation.
3. In the event it is established that a notification was submitted knowingly falsely or with malicious intent, the University is authorized to take appropriate measures in accordance with the legislation in force and the internal legal acts of the University.
4. The lack of substantiation of a notification or the failure to confirm a violation shall not in itself be deemed a dishonest act, provided that the notification was submitted in good faith and on reasonable grounds.

Article 61. Institutional Management of Research Integrity Issues

1. The review of research integrity issues shall be carried out in accordance with this Code, the academic integrity system of the University, and other relevant internal legal acts.
2. When reviewing research integrity issues, compliance with the principles of fairness, confidentiality, impartiality, and the protection of the rights of all parties must be ensured.
3. The management of research integrity constitutes an integral part of the University's research governance, quality assurance, and academic integrity system.

Chapter X. Appeals

Article 62. Purpose and Scope of Action of Appeals

1. This Chapter defines the rules for appealing the decisions of the Research Ethics Committee and reviewing complaints related to research ethics.
2. The purpose of the appeal procedure is to protect the rights of interested persons, ensure the fairness of ethical decisions, and facilitate the transparency of the decision-making process.
3. A decision of the Research Ethics Committee may be appealed in accordance with the rules established by this Chapter by a person whose rights or legal interests are directly affected by the relevant decision.

Article 63. Grounds for Appeal

1. An appeal against a decision of the Research Ethics Committee is permissible if:
 - a) The ethical review procedure was violated;
 - b) New material information or circumstances were revealed that were not known at the time the decision was taken;
 - c) The decision is clearly disproportionate, insufficiently justified, or material circumstances were not taken into account during the ethical evaluation.
2. An appeal may not be based solely on a disagreement related to scientific, academic, or methodological views.

Article 64. Deadline and Form of Appeal

1. A complaint must be submitted in writing within 10 working days from the date of notification of the Research Ethics Committee's decision.
2. The complaint must include:
 - a) Identification of the appealed decision;
 - b) A clear and justified description of the grounds for appeal;
 - c) Relevant supporting documentation, if any.
3. A delayed or clearly unsubstantiated complaint, as a rule, shall not be accepted for review, unless there is a justifiable reason for missing the deadline or for other circumstances.

Article 65. Appeals Commission

1. An appeal complaint shall be reviewed by an Appeals Commission established by an order of the Rector of the University, whose members did not participate in the process of taking the appealed decision.

2. The Appeals Commission shall consist of no fewer than three members.
3. Where necessary, the following may be invited to join the composition of the Appeals Commission:
 - a) An independent external expert;
 - b) A representative of another academic or professional institution.
4. The relevant requirements of the University regarding impartiality and the avoidance of conflicts of interest apply to the members of the Appeals Commission.
5. In the case of reviewing a complaint related to biomedical, clinical, or health sector research, a member possessing qualifications in the relevant field or an independent sectoral expert must, within the scope of capabilities, participate in the composition of the Appeals Commission.

Article 66. Review Process of an Appeal Complaint

1. At the first stage, the Appeals Commission verifies the admissibility of the complaint.
2. After establishing admissibility, the Appeals Commission reviews the grounds for appeal and evaluates the ethical, procedural, and other material circumstances that are important for taking a fair decision.
3. The Appeals Commission is authorized to:
 - a) Request additional clarifications or documentation;
 - b) Invite the applicant, a representative of the Research Ethics Committee, or another relevant person;
 - c) Review the case materials fully or partially.
4. The review of a complaint shall be carried out in compliance with the principles of confidentiality, impartiality, and fair procedure

Article 67. Decision of the Appeals Commission

1. As a result of reviewing a complaint, the Appeals Commission may take one of the following decisions:
 - a) To leave the decision of the Research Ethics Committee unchanged;
 - b) To modify the decision of the Research Ethics Committee;
 - c) To return the matter to the Research Ethics Committee for a re-review with appropriate instructions.
2. The decision of the Appeals Commission must be in writing and justified.
3. The decision of the Appeals Commission shall be notified to the applicant within 5 working days from its adoption.

4. Unless the Appeals Commission takes a different decision, the submission of an appeal complaint does not suspend the validity of the Research Ethics Committee's decision.
5. The decision of the Appeals Commission constitutes the final decision taken within the scope of the University.

Chapter XI. Teaching and Quality Assurance

Article 68. Ethical Education, Trainings, and Skills Development

1. The University facilitates the development of a culture of research ethics and ensures the implementation of educational, informational, and professional development activities in the direction of research ethics, research integrity, and responsible research practices for students, academic and scientific personnel, other persons involved in research activities, and, where necessary, members of the Research Ethics Committee.
2. The purpose of ethical education and trainings is to raise awareness of ethical standards in the research process, develop practical skills, and strengthen the culture of research ethics and research integrity at the University.
3. Ethical education and trainings shall, at a minimum, cover the following issues:
 - a) Research ethics and ethical decision-making;
 - b) Principles of informed consent;
 - c) Protection of the rights and safety of research participants;
 - d) Protection and responsible management of personal data and research data, including taking into account the FAIR principles;
 - e) Research integrity, including the prevention of data fabrication, falsification, plagiarism, and other dishonest practices;
 - f) Authorship and publication ethics;
 - g) Evaluation and management of research risks;
 - h) Ethical, responsible, and transparent use of artificial intelligence tools;
 - i) Principles of Open Science;
 - j) Ethical requirements of biomedical, clinical, and health sector research, including the protection of health data and management of research risks.
4. The University is authorized to define mandatory or recommended trainings in the field of research ethics and integrity for researchers, students, academic personnel, members of the Research Ethics Committee, or for individual research projects.
5. The Research Ethics Committee, in cooperation with the Quality Assurance Service and other relevant structural units, facilitates the implementation of trainings, information meetings, and other awareness-raising activities.

6. Trainings and awareness-raising activities serve to develop a culture of research ethics, research integrity, responsible data management, open science, and the ethical use of artificial intelligence at the University

Article 69. Integration of Research Ethics into the Quality Assurance System

1. Research ethics constitutes an integral part of the internal quality assurance system of the University.
2. The University ensures the integration of research ethics principles and procedures into:
 - a) The process of planning and developing educational programs;
 - b) The process of monitoring and periodically evaluating programs;
 - c) The processes of institutional self-assessment and development planning.
3. Research ethics practices, ethical review experience, and monitoring results shall be used for the purpose of institutional improvement, development of the academic environment, and supporting quality assurance processes..

Article 70. Institutional Transparency

1. The University ensures the accessibility of the fundamental principles, procedures, and application submission rules of research ethics for the university community.
2. The University ensures the accessibility of this Code for the university community, including through publication on the official website of the University.
3. The University shall, within the scope of capabilities, ensure the accessibility of forms, guidelines, recommendations, and other informational materials related to research ethics..

Chapter XII. Final Provisions

Article 71. Approval, Entry into Force, and Revision of the Code

1. This Code shall be approved by the Representative Council of the University and shall enter into force immediately upon its approval.
2. The University ensures the accessibility of this Code, familiarity with its requirements, and the implementation of awareness-raising activities for the academic, research, and student communities.
3. The University periodically evaluates the effectiveness of the implementation of this Code and, where necessary, implements appropriate improvement measures.
4. The University ensures the periodic evaluation of this Code no less than once every three years or as necessary.
5. Amendments and additions to the Code shall be approved in accordance with the rules established by the Representative Council of the University.

6. When revising the Code, account must be taken of the needs identified in research ethics practice, the results of quality assurance, the recommendations of the Research Ethics Committee, international ethical standards, the development of science and technology, best academic practices, and relevant professional recommendations.
7. Where necessary, the recommendations of ALLEA, the European Research Area (ERA), and other relevant international organizations must be taken into account when revising the Code.

Article 71 Appendices to the Code and Their Application

8. This Code is accompanied by appendices, which constitute an integral part thereof and are used at various stages of the research ethical review process.
9. The appendices to the Code are:
 - a) The Bachelor ethical self-assessment form;
 - b) The ethical application form for a master's student and a student of a one-cycle educational program;
 - c) The ethical application form for a doctoral student or researcher;
 - d) A data management plan; e) An information sheet for the research participant;
 - f) An informed consent form;
 - g) A research ethical risk assessment form;
 - h) A research progress report;
 - i) A formal verification form for an ethical application;
 - j) A declaration on the use of artificial intelligence;
 - k) A declaration of conflicts of interest.
10. The appendices to the Code constitute practical tools of the research ethics system and are used, among others, for the following purposes:
 - a) When conducting a research ethical self-assessment;
 - b) When submitting and reviewing an ethical application;
 - c) When evaluating research ethical risks;
 - d) When informing research participants and obtaining informed consent;
 - e) When ensuring the management and protection of research data;
 - f) When monitoring research and evaluating progress;
 - g) When documenting the ethical review process.
11. The appendices shall be used in accordance with the type, level, risk level of the research, and the category of research participants.

12. The appendices to the Code shall be used by the Research Ethics Committee, researchers, students, and academic and scientific supervisors in accordance with the procedures established by this Code.

Article 72. Updating the Appendices to the Code

1. The University is authorized, where necessary, to update or specify the forms presented in the appendices to the Code for the purpose of improving their practical application.
2. Amendments carried out in the appendices must not alter the essential standards of research ethical protection and must comply with the principles of this Code, applicable legislation, and international ethical norms.
3. The appendices to the Code may be updated based on the recommendation of the Research Ethics Committee or the Quality Assurance Service of the University.
4. Editorial, technical, or administrative updates to the appendices may be carried out based on the recommendation of the Research Ethics Committee and the Quality Assurance Service.
5. The updated appendices shall be published on the official website of the University and made accessible to the university community.

Appendices to the Code of Research Ethics

The appendices to the Code are grouped according to their functional purpose and are used at various stages of the ethical review.

1. Bachelor ethical self-assessment form;
2. Ethical application form for a master's student / student of a one-cycle educational program;
3. Ethical application form for a doctoral student / researcher;
4. Data management plan;
5. Information sheet for the research participant;
6. Informed consent form;
7. Research ethical risk assessment form;
8. Research progress report;
9. Formal verification form for an ethical application;
10. Declaration on the use of artificial intelligence;
11. Declaration of conflicts of interest

Bachelor's Ethical Self-Assessment Form

I. General Information

1. Student's First Name, Last Name: _____
2. Faculty / Educational Program: _____
3. Research Title: _____
4. Course / Component (if any): _____
5. Academic Supervisor's First Name, Last Name: _____
6. Estimated Period of Research Implementation: _____
7. Contact Information (Email / Tel.) : _____

II. Brief Description of the Research

8. Purpose of the Research

Briefly describe the purpose of the research, the main research question, and expected outcomes (not exceeding 150 words)

9. Methodology Used

Indicate the main research methods (e.g., questionnaire, interview, focus group, observation, documentary analysis, secondary data analysis, etc.)

10. Target Category of Participants / Data Source

If the research involves humans, indicate the type of participants (e.g., students, public servants, representatives of enterprises/organizations, etc.)

III. Ethical Self-Assessment

Please mark the appropriate answer:

11. Does the research involve human participation?

☐ Yes

☐ No

12. Will personal or identifiable data be used?

☐ Yes

☐ No

13. Will special category (sensitive) data be used?

☐ Yes

☐ No

14. Do minors or other vulnerable persons/groups participate in the research?

☐ Yes

☐ No

15. Is there any potential physical, psychological, social, reputational, or legal risk to the research participants?

☐ Yes

☐ No

16. Does the research involve the collection of audio, video, or photographic material?

☐ Yes

☐ No

17. Is it planned to obtain informed consent from the research participants

☐ Yes

☐ No

18. Is the research topic potentially sensitive?

☐ Yes

☐ No

19. Will participation in the research be fully voluntary?

☐ Yes

☐ No

20. How will the research participants be selected or invited? (e.g., electronic questionnaire, personal invitation, public announcement, etc.)

21. If the answer to any of points 11–19 is "Yes", explain the relevant ethical issue and the protection measure

IV. Data Protection

22. How will the information/data obtained during the research be protected?

- ☐ Anonymization
- ☐ Pseudonymization
- ☐ Password-protected files
- ☐ Restricted access
- ☐ Data will be deleted upon completion of the research
- ☐ Other _____

23. Who will have access to the research data?

- ☐ Only the student
- ☐ The student and the academic supervisor
- ☐ Other _____

V. Student's Declaration

I confirm that:

- The information provided in this form is accurate and complete;
- The research will be conducted in accordance with the requirements of the Code of Research Ethics of Eastern European University;
- In the event of a material change in the research design, I will notify the academic supervisor in advance.

Student's Signature: _____

Date: _____

VI. Conclusion of the Academic Supervisor

24. Supervisor's Evaluation

- ☐ Does not require submission to the Research Ethics Committee
- ☐ Requires submission to the Research Ethics Committee

25. Supervisor's Comment / Recommendation

Supervisor's First Name, Last Name: _____

Signature: _____

Date: _____

East European University

Ethical Application Form for a Master's Student / Student of a One-Cycle Educational Program

I. General Information

1. Master's / One-Cycle Educational Program Student's First Name, Last Name:

2. Faculty / Educational Program: _____

3. Research / Master's Thesis Title: _____

4. Academic Supervisor's First Name, Last Name: _____

5. Estimated Period of Research Implementation: _____

6. Applicant's Contact Information (Email / Tel.): _____

II. Description of the Research

7. Purpose and Main Objectives of the Research (not exceeding 250 words)

8. Research Methodology and Data Sources

Describe the research methods used and data sources (e.g., questionnaire, interview, focus group, observation, documentary analysis, secondary data analysis, etc.)

9. Description of Participants / Selection Criteria

(Fill out only if the research involves human participation)

III. Ethical Issues

10. Does the research involve human participation?

☐ Yes

☐ No

11. Will personal or identifiable data be used?

☐ Yes

☐ No

12. Will special category (sensitive) data be used?

☐ Yes

☐ No

13. Does the research involve vulnerable persons or groups?

☐ Yes

☐ No

14. Is there any potential physical, psychological, social, reputational, or legal risk to the participants?

☐ Yes

☐ No

15. Will participation in the research be fully voluntary?

☐ Yes

☐ No

16. Description of Potential Ethical Risks of the Research and Risk Minimization/Management Measures

IV. Additional Information for Biomedical, Clinical, or Health Sector Research

17. Does the research involve any of the following?

☐ Patient participation

☐ Medical intervention

☐ Medical records

☐ Processing of health data

☐ Diagnostic images (radiological, clinical photos, etc.)

☐ Biological material

☐ Vulnerable patient group

18. Describe potential health-related or clinical risks of the research and additional protection mechanisms for the participants:

V. Informed Consent

19. Will informed consent be obtained from the research participants?

☐ Yes

☐ No

20. Consent Form:

☐ Written

☐ Electronic

☐ Verbal

☐ Other _____

21. If informed consent is not obtained or an alternative form is used, please justify:

VI. Data Protection and Management

22. Data Types:

☐ Anonymous

☐ Pseudonymized

☐ Personal

☐ Sensitive

☐ Health data

23. Data storage form and security measures

24. Estimated data retention period _____

25. Who will have access to the data?

☐ Only the researcher

☐ The researcher and the academic supervisor

☐ Other _____

26. Is a Data Management Plan attached (if the research involves personal, sensitive, or health data)?

☐ Yes

☐ No

☐ Not applicable

VII. Conflict of Interest

27. Is there an actual, potential, or perceived conflict of interest?

☐ No

☐ Yes — Please describe:

VIII. Use of Artificial Intelligence

28. Are artificial intelligence tools used in the process of research preparation, data analysis, or text creation?

☐ Yes

☐ No

29. If yes, please specify the purpose of use:

☐ Text editing

☐ Data analysis

☐ Coding

☐ Literature search

☐ Other _____

30. Is the Declaration on the Use of Artificial Intelligence attached?

☐ Yes

☐ No

☐ Not applicable

IX. Applicant's Declaration

I confirm that

- The information presented in the application is accurate and complete;
- The research will not commence until the ethical review is completed, if such a review is mandatory;
- The research will be conducted in accordance with the Code of Research Ethics of the East European University and the decision of the Research Ethics Committee;
- In the event of substantial changes during the research process, I will provide the relevant information to the academic supervisor and, if necessary, to the Research Ethics Committee.

Signature of the Master's / One-cycle Educational Program Student

Date: _____

X. Primary Academic Assessment

31. Recommendation of the academic supervisor:

☐ The research does not require review by the Research Ethics Committee

☐ Expedited ethical review is recommended

☐ Full ethical review is recommended

☐ Additional clarification is required

Comment:

Signature of the academic supervisor: _____

Date: _____

PhD Student / Researcher Ethics Application Form

I. General Information

1. PhD Student / Researcher Full Name _____
2. Doctoral Program / Research Unit _____
3. Research Title _____
4. Academic Supervisor / Supervisors: _____
5. Estimated Research Period _____
6. Contact Information (Email / Tel.): _____

II. Detailed Description of the Research

7. Research Objectives, Research Questions, Theoretical Framework, and Methodology (not exceeding 400 words):

8. Description of Participants, Sampling Principles, and Research Environment

Describe the categories of research participants, selection criteria, recruitment methods, and the environment where the research will be conducted

III. Ethical Risk Assessment

9. Does the research involve human participation?

- ☐ Yes
☐ No

10. Are personal or identifiable data used?

- ☐ Yes
☐ No

11. Are special category (sensitive) data used?

- ☐ Yes
☐ No

12. Does the research involve vulnerable individuals or groups?

☐ Yes

☐ No

13. Is there a medium or high ethical risk for the research participants?

☐ Yes

☐ No

14. Description of ethical risks and their mitigation strategies

IV. Additional Information for Biomedical, Clinical, or Health Sector Research

15. Does the research involve any of the following?

☐ Patient participation

☐ Medical intervention

☐ Medical records

☐ Processing of health data

☐ Diagnostic imaging (X-ray, clinical photo, radiological material, etc.)

☐ Biological material

☐ Vulnerable patient group

☐ Potential health-related risk

16. Describe potential clinical, health, physical, or psychological risks related to the research and additional protection mechanisms for the participants:

V. Informed Consent

17. Describe the procedure for obtaining informed consent from the research participants

18. Attached Documents:

☐ Informed consent form

☐ Participant information sheet

☐ Recruitment text / Invitation text

☐ Questionnaire / Interview guide

☐ Other:: _____

VI. Data Management

19. Data Types and Sources

- ☐ Anonymous data
- ☐ Personal data
- ☐ Sensitive data
- ☐ Health data
- ☐ Medical records
- ☐ Diagnostic imaging
- ☐ Biological material
- ☐ Interview / Questionnaire
- ☐ Archival / Secondary data
- ☐ Other: _____

20. Data protection measures (e.g., anonymization, pseudonymization, encryption, password-protected files, restricted access):

21. Is a Data Management Plan attached (if the research involves personal, sensitive, or health data)?

- ☐ Yes
- ☐ No
- ☐ Not applicable

VII. Use of Artificial Intelligence

22. Are artificial intelligence tools used in the process of research preparation, data analysis, coding, or text creation?

- ☐ Yes
- ☐ No

23. If Yes, specify the purpose of use:

- ☐ Text editing
- ☐ Data analysis
- ☐ Coding
- ☐ Literature search
- ☐ Other: _____

24. Is the Declaration on the Use of Artificial Intelligence attached?

- ☐ Yes
- ☐ No
- ☐ Not applicable

VIII. Conflict of Interest and Funding

25. Is there an actual, potential, or perceived conflict of interest?

☐ No

☐ Yes

If Yes, please explain:

26. Does the research have external funding or grant support?

☐ No

☐ Yes

If Yes, please specify the source:

IX. PhD Student's / Researcher's Declaration

I confirm that:

- The information presented in the application is accurate and complete;
- The research will be conducted only in accordance with the conditions approved by the Research Ethics Committee;
- In the event of a substantial change in the research design, the Research Ethics Committee will be notified in advance;
- In the case of biomedical, clinical, or health sector research, the safety of research participants, protection of health data, and compliance with additional ethical requirements will be ensured;
- In the case of using artificial intelligence, the presented information is complete and accurate.

PhD Student's / Researcher's Signature _____

Date: _____

Academic Supervisor's Signature _____

Date: _____

X. Decision of the Research Ethics Committee

☐ Approved

☐ Approved with conditions

☐ Decision deferred pending submission of additional information

☐ Requires substantial revision and resubmission

☐ Rejected

Committee's Comment:

Committee Chairperson's Full Name _____

Signature _____

Date _____

Data Management Plan

I. General Information

1. Researcher's/Student's Full Name: _____
2. Level of Research:
- ☐ Bachelor's
 - ☐ Master's
 - ☐ One-cycle Educational Program
 - ☐ Doctoral (PhD)
 - ☐ Academic / Scientific Staff Research
3. Program / Faculty / Research Unit: _____
4. Research Title: _____
5. Supervisor / Project Manager _____
6. Estimated Research Period: _____

II. Data Description

7. Data Types

- ☐ Quantitative
- ☐ Qualitative
- ☐ Mixed Methods
- ☐ Secondary Data
- ☐ Administrative Data
- ☐ Textual Data
- ☐ Audio Data
- ☐ Video Data
- ☐ Photographs / Visual Materials
- ☐ Health Data
- ☐ Medical Records
- ☐ Diagnostic Images (X-ray materials, clinical photos, etc.)
- ☐ Biological Material
- ☐ Other: _____

8. Data Includes

- ☐ Personal Data
- ☐ Identifiable Data
- ☐ Special Category / Sensitive Data
- ☐ Anonymous Data
- ☐ Health-Related Data

9. Data Sources and Collection Methods

Describe the primary sources of data and the methods used to obtain them (e.g., questionnaire, interview, focus group, administrative data, documentary analysis, public databases, etc.)

III. Ethical and Legal Compliance

10. Has ethical clearance/approval been obtained?

- ☐ Yes
- ☐ No
- ☐ Under Review

11. Informed Consent Form

- ☐ Written
- ☐ Electronic
- ☐ Verbal / Oral
- ☐ Not Required
- ☐ Other: _____

12. Applicable Legal and Institutional Frameworks

- ☐ National Legislation on Personal Data Protection
- ☐ University Internal Policies
- ☐ Code of Research Ethics
- ☐ Other: _____

IV. Data Storage and Security

13. Data Storage Location

- ☐ Secured / Protected Computer
- ☐ University Server
- ☐ Encrypted Cloud Space
- ☐ Hard Copy / Paper Materials in a Secure Safe
- ☐ Other: _____

14. Security Measures

- ☐ Password Protection
- ☐ Encryption
- ☐ Restricted Access
- ☐ Two-Factor Authentication
- ☐ Other: _____

15. Who will have access to the data?

- ☐ Only the Researcher
- ☐ The Researcher and the Academic / Scientific Supervisor
- ☐ The Research Team
- ☐ Other: _____

16. Data Backup

- ☐ Regular backups are created
- ☐ Backups are stored on the University server
- ☐ Other: _____

V. Additional Protection for Health Data and Diagnostic Materials

17. Does the research involve health data, medical records, diagnostic images, or biological material?

- ☐ Yes
- ☐ No

18. If Yes, describe the additional protection mechanisms (e.g., de-identification, restricted access, separate encrypted storage, anonymization of images, secure transmission):

19. Will health, patient, or any other sensitive data be uploaded to an Artificial Intelligence (AI) tool?

- ☐ No
- ☐ Yes — describe the legal and ethical protection mechanisms:

VI. Anonymization / Pseudonymization

20. Is data anonymization or pseudonymization used?

- ☐ Yes
- ☐ No

21. If Yes, describe the method used and the stage of application

VII. Data Use and Sharing

22. The data will be used for

- ☐ Current research only
- ☐ Future academic research
- ☐ Scientific publications
- ☐ Educational purposes in an anonymous format
- ☐ Other: _____

23. Sharing data with third parties

- ☐ No
☐ Yes — describe the conditions and protection mechanisms

VIII. Retention Period and Destruction

24. Data Retention Period

- ☐ Until the completion of the research
☐ ____ Year(s) after the completion of the research
☐ Period prescribed by law
☐ Other: _____

25. Method of Data Destruction / Archiving

- ☐ Secure Erasure / Deletion
☐ Physical Destruction
☐ Anonymized Archiving
☐ Other: _____

IX. Declaration

I hereby confirm that data management will be carried out in accordance with the rules specified in this plan, and any significant changes will be notified in advance to the relevant responsible person or the Research Ethics Committee.

In the case of biomedical, clinical, or health-related research, compliance with additional ethical and security requirements for the protection of health data, diagnostic materials, and other sensitive information will be ensured

Researcher's Signature _____

Date _____

Supervisor's Signature (if applicable): _____

Date _____

X. Evaluation by the Committee / Responsible Person

- ☐ Approved
☐ Requires Clarification
☐ Rejected

Comment

East European University

Research Participant Information Sheet

Thank you for your interest in this research project. Please read the information presented below carefully in order to make an informed decision regarding your participation in the study.

1. General Information About the Research

Research Title: _____

Researcher / Student: _____

Faculty / Educational Program: _____

Academic Supervisor (if applicable): _____

Contact Information _____

2. Aim of the Research

The aim of this research is to:

The results of the research will be used for academic and/or scientific purposes

3. Why You Are Being Invited to Participate

You have been invited to participate in this research because:

Your participation is important for achieving the aims of the research

4. What Participation in the Research Involves

Participation in the research may include:

- ☐ Completing a questionnaire
- ☐ Participating in an interview
- ☐ Participating in a focus group
- ☐ Observation
- ☐ Use of medical data
- ☐ Use of diagnostic imaging (clinical photos, X-rays, etc.)
- ☐ Clinical observation
- ☐ Other:: _____

Estimated duration of the research _____

5. Possible Risks

Possible risks associated with participation in the research may include:

The researcher will take appropriate measures to minimize possible risks

In the case of biomedical, clinical, or health-related research, the participant will be provided with additional information regarding potential health-related discomfort, clinical or diagnostic procedures, and their associated risks

6. Possible Benefits of the Research

Possible benefits of the research may include:

- Generation of new knowledge;
- Development of academic research;
- Better understanding of specific social or professional issues

7. Confidentiality and Data Protection

Information obtained within the scope of the research will be processed confidentially

The data may be

- ☐ Anonymous;
- ☐ Pseudonymized;
- ☐ Health data (will be processed confidentially);
- ☐ Diagnostic imaging / Clinical photographs (if applicable).

Health data, diagnostic imaging, or other sensitive information will be used solely for research purposes and will be protected by additional confidentiality and security measures.

The data will be used exclusively for research purposes and will be processed in accordance with applicable legislation and the University's Code of Research Ethics

8. Voluntary Participation

Participation in the research is **entirely voluntary**.

You have the right to:

- Refuse to participate in the research;
- Withdraw from participation at any stage without giving an explanation;
- Request, within reasonable limits, the removal of your data from the research up to the point where the data has been fully anonymized or integrated into the study

Your decision will not affect your academic, professional, or any other status.

Refusal to participate or withdrawal from the research will not result in any restriction of medical, academic, or other services provided to you

9. Additional Information

If you have any questions about the research, you may contact the researcher:

Researcher _____

E-mail _____

Phone _____

10. Ethical Approval

The research will be conducted in accordance with the East European University Code of Research Ethics and, if necessary, will be reviewed by the University's Research Ethics Committee

East European University

Informed Consent Form

1. General Information about the Research

Research Title _____

Researcher / Student _____

Faculty / Educational Program: _____

Academic Supervisor (if applicable): _____

Contact Information _____

2. Aim of the Research

Please briefly describe the aim of the research and the core issues

3. Participation in the Research

Your participation in the research may include

- ☐ Completing a questionnaire
- ☐ Participating in an interview
- ☐ Participating in a focus group
- ☐ Observation
- ☐ Use of medical data
- ☐ Clinical observation
- ☐ Use of diagnostic imaging (clinical photos, X-rays, etc.)
- ☐ Use of biological material (if applicable)
- ☐ Other: _____

Estimated duration of participation in the research _____

4. Possible Risks and Benefits

Possible risks

Possible benefits

In the case of biomedical, clinical, or health-related research, the participant will be provided with additional information regarding potential health-related risks, discomfort, diagnostic or clinical procedures, and participant protection mechanisms

5. Confidentiality and Data Protection

Information obtained within the scope of the research will be processed confidentially.

The data may be:

- ☐ Anonymous
- ☐ Pseudonymized
- ☐ Personal (solely for research purposes)
- ☐ Health data (will be processed confidentially)
- ☐ Diagnostic imaging / Clinical photographs (if applicable)

Health data, diagnostic imaging, medical records, or other sensitive information will be used solely for research purposes and will be protected by additional confidentiality and security measures.

Access to the data will be granted to:

- ☐ The researcher only
- ☐ The researcher and the academic supervisor
- ☐ The research team

6. Voluntary Participation

Participation in the research is **entirely voluntary**

You have the right to:

- Refuse to participate in the research;
- Withdraw from participation at any stage;
- Request, within reasonable limits, the removal of your data from the research.

Your decision will not affect your medical, academic, professional, or any other legal status

7. Additional Information

In case of questions about the research, you may contact the researcher

E-mail _____

Phone _____

Statement of the Participant

I confirm that:

- I have received sufficient information about the research;

- I had the opportunity to ask questions;
- I agree to participate in the research voluntarily;
- I have familiarized myself with the possible risks associated with the research and the terms of data use.

Participant's Full Name: _____

Signature _____

Date _____

Note: The form may be adapted in accordance with the specifics of the research

East European University

Research Ethical Risk Assessment Form

I. General Information

1. Researcher's / Student's Full Name: _____

2. Level of Study/Research:

- ☐ Bachelor's
- ☐ Master's
- ☐ One-cycle Educational Program
- ☐ Doctoral / PhD
- ☐ Academic / Scientific Staff Research

3. Faculty / Program / Unit: _____

4. Research Title: _____

5. Academic / Scientific Supervisor: _____

6. Expected Period of Research _____

II. General Characteristics of the Research

The research involves:

- ☐ Human participation
- ☐ Processing of personal data
- ☐ Sensitive topics
- ☐ Vulnerable groups
- ☐ Online data collection
- ☐ Public data analysis
- ☐ Other: _____

III. Category of Participants

Research participants may include:

- ☐ Adults
- ☐ Students
- ☐ Employees
- ☐ Minors
- ☐ Vulnerable groups
- ☐ Other: _____

IV. Potential Ethical Risks

Please check the potential ethical risks associated with the research:

- ☐ Physical risk
- ☐ Psychological risk
- ☐ Social risk
- ☐ Reputational risk
- ☐ Legal risk
- ☐ Risk of breach of confidentiality
- ☐ Risk of data leakage
- ☐ Health-related risk
- ☐ Risk of clinical / diagnostic discomfort
- ☐ Risk of patient identification
- ☐ Other:: _____

V. Risk Mitigation Measures

Please describe how the potential risks will be minimized :

VI. Risk Assessment

Please indicate the expected risk level of the research:

- ☐ Low risk
- ☐ Medium risk
- ☐ High risk

VII. Recommended Type of Ethical Review

- ☐ Expedited ethical review
- ☐ Full ethical review
- ☐ Requires additional assessment by the Research Ethics Committee

VIII. Researcher's Declaration

I confirm that:

- The ethical risks of the research have been assessed in good faith;
- Appropriate measures have been taken to protect the rights, safety, and well-being of the research participants;
- The research will be conducted in accordance with the requirements of the Research Ethics Code of the East European University

Researcher's Signature _____

Date _____

IX. Supervisor's Evaluation (if applicable)

- ☐ I agree with the presented assessment
- ☐ Requires additional ethical review

Comments:

Supervisor's Full Name: _____

Signature: _____

Date: _____

East European University

Research Progress and Completion Report

I. General Information

Research Title: _____

Researcher: _____

Level of Research:

- ☐ Master's
☐ One-cycle Educational Program
☐ Doctoral / PhD
☐ Other

Date of Ethical Approval _____

II. Current Status of the Research

- ☐ Ongoing
☐ Completed
☐ Temporarily suspended

III. Work Completed

IV. Compliance with Ethical Conditions

Please confirm:

- ☐ The research is being conducted in accordance with the approved protocol
☐ All participants have provided informed consent
☐ Data protection conditions are maintained
☐ In the case of biomedical, clinical, or health-related research, the participants' safety, health data protection, and additional ethical requirements are maintained

V. Changes

Have there been any changes to the research?

- ☐ No
☐ Yes — Please describe:

VI. Potential Problems, New Ethical Risks, or Adverse Events

VII. Additional Information

Researcher's Signature _____

Date _____

Formal Review Form for Ethics Applications

I. General Information

Research Title: _____

Applicant (Researcher / Student): _____

Faculty / Program / Unit: _____

Level of Study/Research:

- ☐ Bachelor's
☐ Master's
☐ One-cycle Educational Program
☐ Doctoral / PhD
☐ Academic / Scientific Staff Research

Date of Receipt of Application: _____

Responsible Officer Receiving the Application: _____

II. Formal Application Review

Please check whether the relevant documents are submitted

№	Document	Submitted	Not Submitted
1	Ethical Application Form	☐	☐
2	Research Description / Research Design	☐	☐
3	Description of Research Methodology	☐	☐
4	Research Ethical Risk Assessment	☐	☐
5	Data Management Plan (if applicable)	☐	☐
6	Research Participant Information Sheet	☐	☐
7	Informed Consent Form	☐	☐
8	Questionnaire (if applicable)	☐	☐
9	Invitation / Recruitment Text	☐	☐
10	Other Accompanying Documents	☐	☐

III. Formal Compliance of the Application**The application:**

- ☐ Is fully completed
☐ Requires minor clarification
☐ Is incomplete
☐ Includes additional documentation for biomedical / clinical / health research (if applicable)

IV. Outcome of the Formal Review

- ☐ The application is accepted for expedited or full ethical review by the Research Ethics Committee
- ☐ The applicant has been requested to provide additional information
- ☐ The application is returned due to incomplete documentation

V. Notes

VI. Responsible Officer

Full Name: _____

Position: _____

Signature: _____

Date: _____

East European University

Declaration on the Use of Artificial Intelligence

1. Researcher's / Student's Full Name: _____
2. Educational Program _____
3. Research / Thesis Title: _____
4. Artificial Intelligence System Used (System Name and Version):

5. Purpose of Use:

- ☐ Text editing
- ☐ Language correction / proofreading
- ☐ Translation
- ☐ Literature search
- ☐ Data analysis
- ☐ Coding
- ☐ Other: _____

6. Please describe for what purpose and to what extent you used the Artificial Intelligence tool

7. Was Artificial Intelligence used in:

- ☐ Preparing the research text
- ☐ Data analysis
- ☐ The coding process
- ☐ Visualization
- ☐ Other purposes

8. Was the material generated by AI verified by the researcher?

- ☐ Yes
- ☐ No

9. Were any of the following used in the Artificial Intelligence tool:

- ☐ Personal data
- ☐ Sensitive data
- ☐ Health data
- ☐ No such data was used

10. I confirm that:

- The Artificial Intelligence system is not listed as an author;
- I bear full responsibility for the content and accuracy of the research;
- The information presented in this declaration is complete and accurate

Researcher's / Student's Signature _____

Date _____

Conflict of Interest Declaration

I. General Information

1. Researcher's / Student's Full Name: -----
2. Faculty / Educational Program / Research Unit: -----
3. Research Title: _____
4. Level of Study/Research:
 - ☐ Bachelor's
 - ☐ Master's
 - ☐ One-cycle Educational Program
 - ☐ Doctoral / PhD
 - ☐ Academic / Scientific Staff Research

2. Academic / Scientific Supervisor (if applicable):

3. Source of Research Funding (if applicable):

II. Conflict of Interest Assessment

Please check the appropriate response:

7. Does an actual, potential, or perceived conflict of interest exist

- ☐ No
- ☐ Yes

8. Potential Type of Conflict of Interest

- ☐ Financial interest
- ☐ Grant or sponsor funding
- ☐ Commercial interest
- ☐ Employment or professional relationship
- ☐ Scientific collaboration
- ☐ Co-authorship
- ☐ Academic supervision
- ☐ Familial or personal relationship
- ☐ Organizational or institutional interest

☐ Other: _____

9. Please describe the nature of the conflict of interest

III. Management of Conflict of Interest

10. What measures have been taken or are planned to manage the conflict of interest?

- ☐ Public disclosure of the conflict
- ☐ Providing independent oversight
- ☐ Excluding certain functions from the research process
- ☐ Independent evaluation of data
- ☐ Other:

IV. Declaration

I confirm that:

- The information presented in this declaration is complete and accurate;
- All actual, potential, or perceived conflicts of interest known to me have been disclosed;
- In the event of the emergence or modification of a conflict of interest, I will immediately notify the Research Ethics Committee;
- I realize that failure to disclose a conflict of interest may affect the ethical evaluation of the research and the relevant decisions of the University

Researcher's / Student's Signature _____

Date _____

V. Evaluation by the Research Ethics Committee (if applicable)

- ☐ No conflict of interest was identified
- ☐ A conflict of interest was identified, but it is manageable
- ☐ Additional information is required
- ☐ Definition of additional management measures is required
- ☐ The conflict of interest poses a significant ethical risk

Comments:

Committee Member / Chair: _____

Signature: _____

Date: _____