



EAST EUROPEAN UNIVERSITY CODE OF ACADEMIC INTEGRITY



Contents:

Chapter 1. General Provisions	3
Article 1. General Provisions	3
Article 2. Objective of the code	3
Article 3. Scope of the code	4
Chapter II. Certain violation types of the academic integrity	5
Article 4. Academic integrity	5
Article 5. Prevention of academic integrity violation	5
Article 6. Types of violation of the academic integrity	6
Chapter III. Rule for responding to violation of the academic integrity by personnel .	8
Article 7. Response principles to the violation facts of the academic integrity.....	8
Article 8. Grounds for initiating disciplinary proceedings for personnel in case of the violation of the academic integrity	8
Article 9. Personnel reference on violation facts concerning academic integrity	8
Article 10. Permanent committee on academic integrity protection	10
Article 11. Academic integrity violation commission.....	11
Article 12. Impartial resolution of the committee	12
Article 13. Chairman and vice chairman of the committee	13
Article 14. Secretary of the commission	13
Article 15. Duties & responsibilities of the commission	13
Article 16. Conclusion of the commission	14
Article 17. Decision – making rule of the committee	15
Article 18. Decision made by the committee	15
Article 19. Enforcement of decisions made by the committee or the Board of Representatives	16
Article 20. Enforcement of decisions made by the committee or the Board of Representatives	17
Article 21. Disciplinary measures	18
Chapter IV. Rule for responding to violation of academic integrity by a student	3
Article 22. Duties of the students.....	18
Article 23. Tools for revealing academic violation	20
Article 24. Committee on revealing academic integrity violation facts	22
Article 25. Conclusion of the commission	23
Article 26. Decision made by the Committee	24
Article 27. Appeal to the decision made by the Committee (Appeal)	25
Article 28. Enforcement of a decision made by a committee or faculty council.....	25
Article 29. Disciplinary Sanction	26
Chapter V. Final Provisions	27
Article 30. Enforcement, amendments and additions to the code	27

Chapter I. General Provisions

Article 1. General Provisions

1. The Code of Academic Integrity (hereinafter referred to as the Code) of the East European University (hereinafter – the “University”) is based on the Organic Law of Georgia - the Labor Code of Georgia, the Law of Georgia on Higher Education, the Statute of the University and other legal acts
2. The University recognizes and adheres to international standards of academic good faith and in accordance with its mission, attaches special importance to the understanding and implementation of the principle of academic integrity in university life.
3. The academic activity, teaching-research and research process at the University is based on the internationally recognized values of academic good faith: honesty, trust, fairness, respect, responsibility and is carried out in accordance with the current legislation and internal legal acts of the University.
4. In order to ensure academic good faith, all persons involved in the teaching-learning and research process are obliged to follow the academic style established at the University while performing their scientific work in the University space. Other international standards of academic writing may be used when participating in various scientific events on behalf of the University beyond the University space.

Article 2. Objective of the code

1. The purpose of the Code is to promote the objective implementation of teaching and research at the University, the development of scientific and academic activities, also the publication and review of international papers.
2. The Code defines the concept of academic good faith, the forms of violation of academic good faith, and the issues of prevention. Procedures, rules for responding to breaches of research ethics and academic integrity, grounds for disciplinary action, proportionate and consistent disciplinary action.

Article 3. Scope of the code

1. The given code applies to:
 - a. University staff (hereinafter referred to as "staff") that, within their official activities, are authorized to create, publish a product obtained as a result of scientific research and educational activities;
 - b. All students of the University, who are authorized within the educational program to create and publish a product obtained as a result of scientific research and educational activities.
2. According to the purpose of this Code, a student is regarded as a person enrolled in accordance with the rules established by the current legislation and studying at the East European University for bachelor's, master's, teacher training, doctoral and one-level educational programs.
3. The University adheres to the principles of intellectual property and, through the mechanisms established by this Code, ensures the detection of cases of misappropriation of the result of another's labor in any form in the university space.
4. Personnel of the University and all students are obliged to respect the intellectual property of others, adhere to the norms of academic integrity, take care of the reputation of the university and not allow any form of violation of academic integrity to be exposed.

Chapter II. Certain violation types of academic integrity

Article 4. Academic integrity

1. Academic conscientiousness implies a person's actions with a sense of the values of honesty, trust, fairness, respect and responsibility, and with the belief that this action is most conducive to the academic space and goals.
2. Violation of academic integrity within the University is not allowed. In order to prevent violations of academic integrity, the University is constantly developing mechanisms for detecting and identifying violations of academic integrity, perfecting procedures for responding to violations of academic integrity.



Article 5. Prevention of academic integrity violation

1. The University shall use the means at its disposal to eliminate any breach of academic good faith through fair mechanisms for raising awareness, teaching and responding to individual cases.
2. In order to prevent violations of academic integrity, the University is obliged to inform the university staff and students about the mechanisms of protection of academic integrity and relevant regulations.
3. The University promotes the effective use of e-learning and e-learning portal in educational and scientific activities.
4. The University promotes the effective use of plagiarism management electronic systems in teaching and research. However, plagiarism detection software is a program that compares texts for similarity and calculates the percentage of a given non-original text.
5. In order to detect violations of academic integrity, the University approaches to Turnitin (Turnitine)'s electronic program, which compares the text of the paper with other papers in the program. Based on the verification results, the software report reflects the similarity with the other materials of the verified paper. The report includes information concerning the documents with which the test document bears similarities.
6. The University is obliged to raise awareness in the student in terms of academic integrity. In order to prevent the violation of academic integrity in the student space, the University:
 - a. implements compulsory training courses in educational programs that comprises both academic writing culture and academic integrity;
 - b. with the aim to raising the awareness in students, implements preventive system by means of regular conduction of information activities related to academic integrity, procedures and mechanisms for detecting and preventing violations of academic integrity, as well as the procedures and mechanisms for responding to violations of academic integrity;
 - c. posts information on the official website on the detection, prevention and response to the case of violation of academic integrity;



d. arranges public meetings with students about the possibility of independently testing a product performed within the educational or research component through an electronic plagiarism detection program.

Article 6. Violation types of academic integrity

1. The following types of violation of academic integrity are:

- a. Plagiarism or conclusions, graphs, images, etc.) as their own presentation and use, without the author's appropriate reference and, if necessary, without permission;
- b. Compilation, which involves the use of copyrighted research results, the work of others, grouping, creating a paper without self-processing and interpretation of sources;
- c. Fabrication / falsification, which involves altering the data in the paper, manipulating the data, selectively using the results obtained, including sources, results or methodology, graphs and images, without proper labeling - leading to misinterpretation of the results and conclusions;
- d. Destruction of scientific results, which means the destruction of data or records obtained by oneself or others to prevent violations of the sponsor's agreement, university legal acts, internal regulations, and professional or disciplinary standards.

2. However, for the purposes of this Code, the types of plagiarism are:

- a. direct plagiarism - This type of plagiarism refers to someone else's work, idea, formula, graph, diagram, etc. Misappropriation without reference to the appropriate source;
- b. self-plagiarism - a form of plagiarism when a person presents their old work as new (without citing the source);
- c. mosaic plagiarism - A form of plagiarism when a person uses several authors' phrases without reference to the source and compiles them. In the case of mosaic plagiarism, the author is indicated at the end of the paper, but when reading the text it is impossible to discern where the author's original opinion ends and where the quotations are inserted;
- d. paraphrased plagiarism - a form of plagiarism when a person replaces the words used in a work created by the author with synonyms so that the basic structure and content of the text does not change;



- e. plagiarism through negligence - This type of plagiarism implies incorrect citation due to negligence. Missing or messing up important information while pointing to authors or sources.
3. The well-known "general knowledge" spread-use is not plagiarism and does not require citation.

Chapter III. Rule for responding to academic integrity violation by personnel

Article 7. Response principles to the violation facts of academic integrity

1. Responding to a breach of academic integrity by the staff of the University and imposing appropriate liability shall be carried out in accordance with the rules established by this Code, on the basis of the principles of proportionality, impartiality, investigation of the circumstances of the case and fairness.
2. The issue of the existence / absence of a breach of academic integrity on the staff of the University shall be considered, regardless of where and when the possible breach took place.

Article 8. Grounds for initiating disciplinary proceedings for personnel in case of academic integrity

1. The grounds for initiating disciplinary proceedings for violation of academic good faith by staff are:
 - a. A statement submitted by a person interested in a breach of academic integrity by university staff, accompanied by sufficient evidence;
 - b. Detection of a violation of academic integrity by university staff.

Article 9. Personnel reference on violation facts concerning academic integrity

1. Academic, invited, scientific, administrative and administrative staff of the University, as well as any interested person may submit a statement on the fact of violation of academic integrity by the University staff.
2. A statement of academic good faith violation may relate to suspicious actions of staff found outside of formal processes, both within the formal processes of establishing academic good faith (peer review, use of electronic similarity detection software).
3. One of the grounds for initiating disciplinary proceedings for breach of academic good faith is a written statement submitted by the interested person to the permanent committee on protection of academic integrity (hereinafter referred to as the "Committee"), which, in addition to the requirements established by law, must meet the following requirements:
 - a. The statement shall describe the fact of violation of academic integrity and the type of specific violation provided for in this Code;
 - b. The application must be accompanied by relevant evidence (the originals of the papers which, in the applicant's view, prove a violation under this provision), which confirm the circumstances indicated in the application.
4. The content of the statement of violation of academic integrity and information about the applicant is confidential.
5. If the application does not meet the requirements set forth in paragraph 3 of this Article, the Committee shall set a reasonable time limit for the applicant to rectify the deficiency, which shall not exceed 5 calendar days.
6. An application submitted in violation of the requirements of this Article shall not be considered by the Committee.
7. The Committee shall consider an application for a breach of academic integrity in a fair, objective and impartial manner and shall inform the parties concerned of the results of the review.
8. The Committee shall consider the application on the violation of academic integrity, the attached evidence, relevant research data, publications, other materials no later than 5 calendar days after its registration (elimination of the defect) and, if there are sufficient grounds, determine the Composition to be submitted to the Rector of the University for approval.



9. Within 3 calendar days after the submission of the Committee, by the order of the Rector of the University, a commission for establishing violations of academic integrity is established.
10. Initiation of disciplinary proceedings against a person shall not restrict his / her right to participate in the academic activities, teaching and research of the University, unless his / her participation endangers the rights, life, health, property, security, business reputation and prestige of the University.

Article 10. Permanent committee on protection of academic integrity

1. The Committee is a permanent collegial body of the University, which is guided by the legislation of Georgia, the Statute of the University, this Code and other internal legal acts in force at the University.
2. The Committee shall conduct its activities on the basis of the principles of legality, collegiality, equality, confidentiality, good faith and independence.
3. The purpose of the Committee is to facilitate the protection and development of the principles of academic integrity and research ethics at the University.
4. The Committee shall, within the scope of its competence, investigate the facts of violation of the principles of academic good faith and the norms by the University staff and take appropriate decisions in order to respond to these facts.
5. The Committee consists of 5 (five) permanent members. The personal composition of the committee is approved by the Rector of the University.
6. The committee is accountable to the Rector of the University.
7. Chairperson signs and submits to the Rector of the University the decisions taken at the meeting of the Committee, including, if necessary, the establishment of a commission to establish violations of academic integrity.
8. Organizational and technical support of the activities of the Committee is provided by the Secretary of the Committee.

Article 11. Committee on revealing academic integrity violation

1. The Commission for Detection of Violation of Academic Integrity shall consist of a doctor of the relevant field (field, specialty) or persons with an equivalent academic degree.
2. At least one member of the commission must be a representative of the relevant field (field, specialty) from Georgia and / or abroad, who does not hold an academic position at the University.
3. The members of the Commission must have rich experience and high qualifications in the field of research in the given field of research and they must enjoy trust and respect in the scientific community.
4. Committee shall be consisted of 7 members.
5. The work of the Commission is confidential. The Commission is obliged to protect the confidentiality of both the applicant and the alleged person violating the academic good faith, so as not to damage the prestige and authority of the person until the fact of violation of academic good faith is confirmed. A member of the commission is obliged not to disclose information until the work of the commission is completed.
6. The sitting of the commission is closed. The commission is authorized if at least 2/3 of the commission members are present at the commission session.
7. By the decision of the commission, the meeting may be held using an electronic platform. In this case, visual and audio identification of all members of the commission present should be ensured. The video recording is attached to the minutes of the session, and its processing is carried out in accordance with the rules established by the Law of Georgia on Personal Data Protection.
8. The Commission makes decisions by a majority vote of the members present. However, a member of the commission does not enjoy the right to abstain from voting.
9. The working procedures of the Commission, which are not provided by this Code, may be determined directly by the Commission in the form of a written decision of the Commission.
10. The first session of the commission must be appointed no later than 7 calendar days after the approval of the commission. The Commission shall declare its powers at its first meeting and shall elect its Chairman, Deputy Chairman and Secretary by open ballot.

Article 12. Impartial conclusion by the committee



1. The Commission shall exercise its powers impartially.
2. The composition of the Commission shall exclude conflicts of interest. A person who has a personal interest or there are other circumstances that will influence the resolution of the case may not participate in the work of the commission.
3. A person may not participate in the work of the Commission if he / she:
 - a. Participated in the creation of the original or disputed work;
 - b. Is a close relative of the possible violator of academic integrity or his / her representative;
 - c. Is a close relative of the author of the original work;
 - d. Is a close relative of the applicant or his / her representative.
4. For the purposes of this Code, "close relative" means a family member of a person, a relative of a direct ascending and descending branch, a step-sister, and a brother-in-law, as well as the step-parents of a parent and a child.
5. If there is a ground for avoidance, the member of the commission is obliged to resign.
6. If a member of the commission does not resign, if there are grounds for recusal, the commission member, the applicant or a possible violator of academic good faith has the right to request the recusal in a written statement at any stage of the commission's activity.
7. The issue of avoiding a person who is a member of the Commission shall be decided by the Commission without the participation of that person.

Article 13. Chairman and vice – chairman

1. The Chairman of the Commission directs and directs the activities of the Commission.
2. The chairperson of the commission convenes and chairs the sessions of the commission.
In the absence of the chairperson of the commission, the sessions of the commission are chaired by the deputy chairperson of the commission.

Article 14. Secretary of the committee



1. The organizational activities of the Commission shall be provided by the Secretary of the Commission.
2. The secretary of the commission keeps the minutes of the commission session. The secretary of the commission assists the chairman of the commission and his deputy in resolving organizational issues.
3. The Secretary of the Commission is obliged to inform the members of the Commission at least 3 calendar days in advance of the time, place and draft agenda of the meeting of the Commission.

Article 15. Duties & Responsibilities of the committee

1. The Commission has the right, if necessary, to request from the applicant to submit additional written information on the circumstances expressing the content of the violation. The applicant is obliged to submit additional written information to the Commission, which must clearly reflect the content of the violation, substantive comparisons and their analysis. Failure to submit the information is the basis for termination of production on the submitted application.
2. If necessary, the Commission has the right to invite a specialist / expert in the relevant field to resolve a specific issue.
3. The Commission has the right, at any stage of the current proceedings, to invite the applicant to the session of the Commission and, if necessary, to request written and oral explanations on the issues raised during the work of the Commission.
4. At the session of the commission, the applicant should be limited only to the description of the circumstances expressing the content of the violation and its substantiation. The applicant has no right to request the application of a specific sanction against a possible perpetrator of the violation.
5. The Commission has the right, at any stage of the ongoing proceedings, to invite other persons to the session of the Commission, who may have information about the facts mentioned in the application.
6. The Commission is obliged to invite the possible perpetrator of the violation / violations indicated in the application to the session of the Commission at any stage of the current

proceedings. The possible perpetrator of the violation / violations indicated in the statement has the right to provide the Commission with the information and evidence in its possession to defend its position.

Article 16. Conclusion of the committee

1. The Commission makes a decision, which is reflected in the conclusion of the Commission. The conclusion of the commission should include information about the applicant, his status (academic degree), position held, the applicant's request, the violation mentioned in the application, the possible perpetrator of the violation, as well as the procedures carried out by the commission to study the application. The fact of the existence or absence of a violation must be substantiated in the summary part of the conclusion of the commission.
2. The conclusion of the commission enters into force if it is signed by at least 3/4 of the members of the commission. A member of the commission with a different opinion is obliged to submit a different opinion to the commission in writing within 2 calendar days after the conclusion is made, which is attached to the conclusion of the commission and it is an integral part of the conclusion of the commission.
3. The conclusion of the commission is sent to the University permanent committee on protection of academic integrity for a relevant decision.

Article 17. Decision – making rule of the committee

1. The decision, based on the results of the proceedings in connection with the application on the violation of academic integrity, shall be made by the University permanent committee on protection of academic integrity by a majority of its members.
2. In making its decision, the Committee shall be guided by the principles of impartiality, objectivity and equality of arms.
3. The decision of the Committee shall be substantiated and based on the conclusion of the Commission, other documents in the proceedings, the factual circumstances surrounding



the case and the relevant evidence. All evidence that is the basis for disciplinary proceedings must be properly examined by the committee.

4. A member of the Committee who disagrees with the decision of the Committee shall have the right to express a dissenting opinion, which shall be reflected in the minutes of the meeting of the Committee.
5. In the event of an equal distribution of votes among the members of the Committee, the Chairman of the Committee shall have the casting vote.
6. Minutes of the meeting of the Committee shall be drawn up on the results of the meeting of the Committee, which shall be signed by the Chairman of the Committee (in his absence - the Deputy) and the Secretary. The results of the discussion of the issue on the agenda shall be included in the minutes of the committee. The protocol shall be accompanied by all the documents submitted for consideration at the hearing, including the conclusion of the commission, other documents in the proceedings, as well as other evidence examined during the hearing.

Article 18. Decision made by the committee

1. Permanent committee on protection of academic integrity has the right to make one of the following decisions based on the results of the proceedings in connection with the application on the violation of academic good faith:
 - a. On receiving the conclusion of the commission in the form of information (notice) due to the fact of violation of academic integrity;
 - b. On dismissal of the violator (employee) from the position held due to the fact of plagiarism;
 - c. On dismissal of the infringer (employee) due to compilation, fabrication / falsification, destruction of scientific results, or on application of other disciplinary measures provided for in this Code against the infringer (employee).
2. In applying the measure of disciplinary liability, the Committee shall adhere to the principles of fairness, objectivity, proportionality and misconduct.
3. Based on the results of the proceedings in connection with the application on the violation of academic integrity, in case of violation / violations of academic integrity, the committee



sends a written request to the dissertation board of the relevant faculty on the validity of the academic degree awarded by the violator.

4. The University is obliged to protect the University staff from baseless, absurd and slanderous accusations. In case of non-confirmation of the fact of violation of academic integrity, the University is obliged, if necessary, to activate all the mechanisms at its disposal to restore the reputation of the person.
5. The decision made by the Committee shall be sent to the Rector of the University and the person against whom the disciplinary proceedings were conducted within 3 calendar days after the expiration of the appeal period

Article 19. Appeal of the decision made by the committee

1. A person has the right to appeal against a decision taken by the Committee on the application of a disciplinary measure in accordance with the procedure established by this Article.
2. If a person does not agree with the decision made by the committee, he / she has the right to apply in writing to the University Board of Representatives within 5 calendar days after the decision is made and to appeal the decision.
3. The complaint must be substantiated. It must clearly state the subject matter of the appeal and the arguments of the appeal.
4. Conflict of interest should be taken into account when considering a complaint by the University Representative Council. A member of the Board of Representatives who is also a member of the Ethics Committee may not participate in the discussion of the issue.
5. During the review of the complaint by the University Board, the person has the right to attend the meeting and present his / her opinions and evidence.
6. Based on the results of the review of the complaint, the Board representing the University has the right to make one of the following decisions:
 - a. To uphold the decision made by the Permanent committee on protection of academic integrity;
 - b. On the application of other disciplinary measures provided for in this Code to the offender (employee).



- c. disciplinary measures against the person thereupon;
- 7. The decision made by the Board of Representatives shall be sent to the Rector of the University and the person against whom the disciplinary proceedings were conducted within 3 calendar days after the decision is made.

Article 20. Enforcement of decisions made by the committee or the Board of Representatives

- 1. In case of confirmation of violation of academic integrity, and in case of appeal, based on the decision made by the University Representative Council, the Rector of the University, within 5 calendar days after the relevant decision, makes a decision on disciplinary measures against the person.
- 2. The decision of the Rector on the application of disciplinary measures is final and it can be appealed in court in accordance with the rules established by the current legislation.

Article 21. Disciplinary measures

- 1. The following disciplinary measures may be taken against the University staff by the Rector of the University:
 - a. Note;
 - b. Reprimand;
 - c. Suspension of the grant agreement;
 - d. Withholding of wages for not more than ten working days;
 - e. Withdrawal from academic duty for a period not exceeding one academic semester upon suspension of payroll;
 - f. Dismissal / Termination of employment contract.
- 2. In case of violation of academic integrity, a person is prohibited from publishing an academic paper on behalf of the University.
- 3. In case of violation of academic integrity, by the decision of the Dissertation Council of the relevant faculty, the person may also be deprived of the awarded academic degree for the dissertation defended within the University.



Chapter IV. Rule for responding to violation of the academic integrity by a student

Article 22. Duties of the student

1. The requirements of this Chapter apply to students of the University, who are authorized to create, publish and / or publish a product obtained as a result of scientific-research and educational activities within the framework of the study program.
2. In case of violation of academic integrity, the University is obliged to take disciplinary measures against the student in accordance with this Code and the procedures established therein.
3. In the university space, the student is obliged to:
 - a. follow the learning and research process in accordance with the rules established by this Code;
 - b. not to use any form of academic integrity violation and / or not to encourage academic integrity violation, either intentionally or through negligence, directly or indirectly;
 - c. follow the recognized academic writing style approved by the University (bibliographic data formatting, citation style, etc.);
 - d. respect the thesis and copyright of others;
 - e. properly indicate the sources used when using the quotes of other authors in their own work (including their own authorship);
 - f. use only non-falsified, verified information in their own work;
 - g. obtain only proven and legal information;
 - h. respect the contribution and copyright of the co-author (s) in his/her work;
 - i. refrain from activities and behavior unsuitable for the student.
4. The student is not allowed in the university space to the following:
 - a. misappropriation of someone else's intellectual work, in particular, work by another author (s) (text, idea, concept, visual or audio material, any kind of data, or any intellectual property) and submission as one's own work;



- b. copying or modifying an idea, research result, text, diagram, spreadsheet from any source (book, scholarly or publicist article, journal, newspaper, internet, lecture outline, etc.) without proper citation;
- c. repeating or modifying his / her own work without reference to the original source or using the previously performed work in a new work without proper citation;
- d. use of information received from different persons (idea, text, conclusions, etc.) without indicating the source of the information;
- e. falsification of data, information or citations, use and / or reference of falsified facts and / or sources, as well as falsification or misapplication of research results;
- f. failing to mention contribution of other persons participating in the study, neglecting;
- g. conduct research using falsified, misapplied, unverified data, surveys, interviews.

Article 23. Tools for revealing academic integrity violations

1. In order to prevent the protection of academic integrity in the university space, the work created by the student within the educational program (bachelor's thesis, research project, analytical abstract, research article, doctoral seminar, etc.) or scientific research (master project / thesis project) dissertation, publication, etc.) is subject to mandatory screening by an electronic plagiarism detection program.
2. The University provides the student the opportunity to verify the mentioned work via the university electronic program for detecting plagiarism before submitting the educational or scientific-research work. However, the student is not allowed to bring any further changes to the submitted learning or research work.
3. In order to verify the student's academic integrity and honesty within the educational component, the head of the educational component or the leading academic / invited staff of the course is obliged to provide the student with a written assignment or other study component (undergraduate thesis, research project , doctoral seminar, etc.), in which citation of sources is mandatory, verify plagiarism in the special electronic program, including, if necessary, assistance of the relevant faculty administration.
4. In case of a textual match in the study component by the plagiarism detection electronic program, the head of the study component or the leading academic / invited staff of the



studying course verifies and prepares a report concerning the presence or absence of an academic integrity violation in the work.

5. In case of an academic integrity violation in the student's written assignment within the educational component, the head of the educational component or the academic / invited staff implementing the learning course is obliged to apply to the relevant administration within 3 calendar days upon the discovery of violation of academic integrity. The application must be accompanied by a report of the plagiarism detection electronic program and the report of the head of the relevant educational component or the leading academic / invited staff of the educational course.
6. In order to verify academic integrity and honesty, the student submits the electronic version of the scientific research work (master project / dissertation, dissertation, dissertation, publication, etc.) to the relevant faculty administration (hereinafter - faculty).
7. The electronic version of the research product submitted to the Faculty must be accompanied by a student's statement that the submitted research project does not contain elements of breach of academic integrity, is original, the opinions of other authors are indicated in the prescribed manner and the research method is observed.
8. The faculty is obliged to verify the scientific-research work within 5 calendar days upon submission of the given work to the plagiarism detection electronic program. The mentioned work, together with the results of the verification for the plagiarism, is handed over to the student's scientific supervisor.
9. The student's supervisor evaluates the research paper and issues a written report within 15 calendar days of receiving the paper (except for the master's thesis, on which a written report is issued within 5 calendar days of receipt):
 - a. on admission or inadmissibility of a scientific-research paper for public discussion;
 - b. refusal to make the publication public or to refuse to publish it.
10. In case of violation of academic integrity in the submitted scientific-research product, the scientific supervisor of the student submits a substantiated written conclusion to the administration of the faculty and the student.
11. If there are sufficient grounds, the Dean of the Faculty, based on the written conclusion of the head of the educational component / course leading academic / invited staff /

student scientific supervisor, determines the members of the academic integrity violation committee and the review date concerning the student's academic integrity.

Article 24. Committee on academic integrity violation facts

1. The committee on academic integrity violation facts (hereinafter- committee) shall consist of at least 5 and not more than 7 members of the faculty academic/invited staff with a doctorate or an equivalent academic degree in the relevant field (field, specialty). The committee shall be composed in a way to avoid conflict of interests.
2. The Commission elects the Chairman and the Secretary of the Commission from among its members by open voting. The chairperson of the commission chairs the session of the commission, and the secretary of the commission keeps the minutes of the commission session.
3. The sitting of the commission is closed. The commission is authorized if at least 2/3 of the commission members are present at the commission session.
4. By the decision of the commission, the meeting may be held using an electronic platform. In this case, visual and audio identification of all members of the commission present should be ensured. The video recording is attached to the minutes of the session, and its processing is carried out in accordance with the rules established by the Law of Georgia on Personal Data Protection.
5. The student must be notified at least 2 calendar days prior to the consideration of the matter of the date of the consideration of the issue of academic good faith.
6. The student has the right to:
 - a. Attend the discussion of the issue and use the right to speak during the discussion of the issue;
 - b. Provide the Commission with the information and evidence in its possession to defend its position.

Article 25. Conclusion of the committee

The committee is obliged to examine the issue impartially and make an objective decision.

1. The committee, based on the report of the electronic program for the detection of similarities and the relevant conclusion, by the majority of the members present, makes a decision on the existence / absence of a violation of academic integrity. However, the committee member is not entitled to abstain from voting.
2. The decision of the commission must substantiate the fact of the existence or absence of a breach of academic good faith.
3. The Commission shall send the reasoned decision in writing to the faculty Administration and the student, within 3 calendar days after the decision is made.
4. The decision of the committee shall be substantiated and based on all the evidence, including the documents submitted by the student to defend his / her position at the committee meeting.
5. The minutes of the committee meeting, signed by the chairman and the secretary of the board, shall be accompanied by all the documents submitted for consideration at the meeting, including the report of the supervisor / lead academic / guest staff or student supervisor, as well as evidence submitted by the student to defend his / her position.

Article 26. Decision made by the committee

1. In the event of an academic integrity violation in a student's learning and / or research work, the committee shall make a decision of a specific disciplinary measure to the student, taking into account the severity of the violation.
2. In applying the measure of disciplinary liability, the Board shall adhere to the principles of fairness, objectivity, proportionality and misconduct committed.
3. The decision made by the committee shall be submitted by the dean of the relevant faculty to the Rector of the University within 3 calendar days after the expiration of the appeal period.

Article 27. Appeal to decision made by the committee



1. A student has the right to appeal against the decision made by the Dissertation Board on the application of disciplinary measures in accordance with the rules established by this Article.
2. If the student does not agree with the decision made by the commission, he / she has the right to apply in writing to the Dean of the Faculty within 5 calendar days after the decision is made and to appeal the decision made by the Commission.
3. The complaint must be substantiated. It must clearly state the subject matter of the appeal and the arguments of the appeal. The student has the right to attach to the complaint the conclusion issued by the doctor of the relevant field (internal or external professor) on the absence of violation of academic integrity in the submitted scientific product.
4. The Dean of the Faculty submits the grievance of the student to the Faculty Council for consideration within 5 calendar days after receiving the grievance.
5. During the review of the complaint by the Faculty Council, the student has the right to attend the session and present his / her opinions and evidence.
6. Based on the results of the review of the complaint, the relevant faculty council has the right to make one of the following decisions:
 - a. To uphold the decision made by the Commission;
 - b. On the application of other disciplinary measures against the student under this Code;
 - c. not taking disciplinary measures towards student.
7. The decision made by the relevant faculty council, within 3 calendar days after the decision is made, the dean of the faculty sends to the rector of the university and the student against whom disciplinary proceedings were conducted.

Article 28. Enforcement of a decision made by a committee or faculty council

1. In case of confirmation of violation of academic integrity in the submitted scientific-research product, on the basis of the decision made by the relevant faculty council, and in case of appeal, the Rector of the University, within 5 calendar days after the relevant decision, makes the final decision on disciplinary action.

2. When deciding the disciplinary liability, the Rector of the University shall apply principles of fairness, objectivity, proportionality and misconduct in comparison with the proportionality and equity of the violation fact.
3. The decision of the Rector on the application of disciplinary measures is final and it can be appealed in court in accordance with the rules established by the legislation.

Article 29. Disciplinary sanction

1. A disciplinary sanction is a measure of responsibility used by the Rector of the University with regard to the student in the event of an academic integrity violation revealed in a study or research work.
2. The following disciplinary measures may be taken against the student by the Rector of the University, the Academic integrity examination committee, and in case of appeal, based on the decision of the Faculty Council in case of an academic integrity violation in the submitted educational or research product.
 - a. warning;
 - b. correction of the same educational and / or scientific-research product;
 - c. processing of the same educational and / or scientific-research product;
 - d. deprivation of the right to submit the same educational or research product;
 - e. suspension of student status for one semester;
 - f. termination of student status.
3. In the presence of a fact of violation of academic integrity, the student is prohibited from publishing on behalf of the University the scientific-research product in which the fact of violation of academic integrity was revealed. In addition, special monitoring is ensured for the student's future educational or research activities.
4. As per application of the sanction provided in sub-paragraph "b" of paragraph 2 of this article, the student is obliged to submit a corrected educational and / or scientific-research work to the academic / invited staff / relevant structural unit of the university before the end of the current academic semester.



5. As per application of the sanction provided in sub-paragraph “c” of paragraph 2 of this Article, the student is obliged to submit the processed educational and / or scientific-research work to the academic / invited staff / relevant structural unit of the University during the next academic semester.
6. As per application of the sanction provided in sub-paragraph “d” of paragraph 2 of this Article, the student is obliged to present the educational and / or research product on another topic to the academic / invited staff / relevant structural unit of the University during the next academic semester (s).

Chapter V. Final Provisions

Article 30. Enforcement, amendments and addition to the code

1. The academic integrity code shall come into force from 1st of July 2021.
2. The "Rule for detection, prevention and response to plagiarism at East European University Ltd" shall be considered invalid upon the enforcement of this Code.
3. The Code of ethics research and academic integrity of Eastern European University Ltd shall be considered invalid upon the enactment of this Code.
4. The board of representatives approve the code of academic integrity upon the submission of the one by the Research and Development Department of the University.
5. Adoption, abolishment, amendment and addition to the Code of academic integrity shall be carried out in accordance with the procedure established by paragraph 3 of this Article.