

Pursuant to Article 28 of Algebra University College Statute, in accordance with the Code of Ethics of Algebra University College and the Book of Regulations on Disciplinary and Material Responsibility of students, teaching and non-teaching staff of Algebra University College, the Dean of Algebra University College on 9th of February 2018 introduces a

## **CODE OF CONDUCT FOR STUDENTS OF ALGEBRA UNIVERSITY COLLEGE**

Students, lecturers, associates and employees of Algebra University College need to work together to create an optimal environment and conditions for the realization of honorable academic work.

The Code is primarily based on the desire of students and teachers to avoid and eliminate unacceptable behavior and to establish a relationship based on mutual respect.

### **Students' duties are:**

- To preserve the reputation and dignity of Algebra University College, students, lecturers and associates;
- To attend lectures, workshops and other forms of teaching without being late;
- To regularly perform and independently organize duties (finances, registering and cancelling exams, number of examinations, attendance at lectures and workshops, etc.);
- Respect the office hours;
- To attend sessions of the Academic Council and other committees they are members of;
- To be polite and fair towards lecturers, associates and other Algebra University College employees and students;
- If there are special rules of conduct and residence in some faculty area of Algebra University College (e.g. the reading room, lecture rooms, lecture halls and other), you must adhere to them;
- To preserve the property and the environment of Algebra University College.

### **Students' rights are:**

Defined in accordance with regulations such as the Constitution of the Republic of Croatia, Law on Scientific Activity and Higher Education, Statute of Algebra University College, Book of Regulations on Study Programs and Studying, and in particular:

- Equal and inalienable rights regardless of race, nationality, religion, gender, political and other beliefs and views, social status and all other differences;
- The freedom of expression in accordance with the legal decisions and the moral principles of the academic citizen;

- The freedom of non-political association;
- Democratically elected representatives with the right to vote in the Algebra University College Council;
- Giving opinions on issues pertaining to students' rights and obligations through student representatives;
- The availability of Algebra University College Statute and other acts related to students and their rights on Algebra University College;
- A fair relationship with Algebra University College staff, and in this regard an appeal in case of violation of this right;
- Attending lectures, workshops, seminars and other teaching methods;
- Participation in scientific and professional work;
- Assistance and counseling by the coordinator of the Career Center with regard to the study;
- Handing over the appeal to the decision or procedure to the competent authority;
- Reward for work, achievement and contribution to the affirmation of Algebra University College;
- Participation in supplementary activities: cultural, sports, professional conferences and seminars etc.

**Unacceptable behavior is considered to be:**

- Impolite and incorrect attitude towards teachers, and other Algebra University College employees or students;
- Being late or abandoning any form of teaching and disregarding other study obligations;
- Disturbing any form of teaching;
- Creating noise or disturbance of order and peace;
- Dressing inappropriately according to generally accepted rules for a particular occasion;
- The use of aids on examinations and other tests, except where explicitly permitted, and accepting and providing assistance on exams and other tests;
- Presenting someone else's work as yours;
- Misrepresentation, attending tests on behalf of another person;
- Counterfeiting documents related to studying and realization of student rights;
- Violation of copyright and intellectual property rights;
- Unauthorized access to the resources of the computer system and other entities connected to Algebra University College via the Internet;
- Causing material injury and divestment of assets of Algebra University College;

- Acts that deliberately or from the extreme ignorance pollute the environment of Algebra University College;
- Coming to any forms of teaching under the influence of alcohol or narcotic drugs;
- All other acts that are in opposition to the moral norms accepted in society and the acts that are legally defined as misdemeanors and criminal offenses.

In case of doubt about the violation of this code, a disciplinary procedure against the student is initiated in accordance with rulebook on disciplinary and material responsibility of students, teaching and non-teaching staff. This Code shall enter into force on the date of its adoption and shall be published on Algebra University College website.

Zagreb, 9 February 2017

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Dean of  
Algebra University College  
Assist. Prof. Mislav Balković, PhD