

**APPROVED**  
**Rector of the Institution**  
**"University" Turan-Astana "**  
\_\_\_\_\_ **G. Dzhaparova**  
\_\_\_\_ **October 2018**

**CODE of**  
**academic honesty of the faculty, staff and students**  
**of the Institution "University" Turan-Astana "**

**ASTANA - 2018**

## **1. General Provisions**

The code of academic honesty of the faculty, administration, technical staff and students of the Institution "University" Turan-Astana " (hereinafter - the Code) was developed in accordance with:

- the Constitution of the Republic of Kazakhstan (RK);
- the Law of the Republic of Kazakhstan "On Education";
- the Law of the Republic of Kazakhstan "On Science";
- the Law of the Republic of Kazakhstan "On Anticorruption";
- the Model Regulations for the activities of educational organizations implementing educational programs of higher and postgraduate education, approved by the government of the Republic of Kazakhstan dated May 17, 2013 No. 499 (as amended and supplemented by April 7, 2017);
- Model Regulations for the ongoing monitoring of progress, midterm and end-of-course assessment of students in higher educational institutions, approved by order of the Ministry of Education and Science of the Republic of Kazakhstan dated March 18, 2008 No. 125 (as amended and supplemented dated March 31, 2017);
- Charter of the Institution "University" Turan-Astana "(hereinafter - the University);
- Order of the University "On Approval of the Corporate Culture Code" dated November 23, 2017 No. 134.

**The purpose of this Code is** to establish fair and open relations at the university between all subjects of the educational process (students, teachers, administration, technical staff and others) in order to provide conscious support for the strategy and main programs of the university aimed at improving the quality of education and increasing the image of the university.

### **Objectives of implementing the policy of academic honesty:**

- prevention and elimination of facts of academic fraud, corruption offenses among faculty members, administration, technical staff and students of the University;
- formation of a negative attitude towards corruption manifestations in faculty, staff and students of the University;
- the formation and promotion of the idea of obtaining quality education among students of the University;
- ensuring the ethical behavior of faculty, staff and students of the University;
- development of impatient attitude to plagiarism and copyright infringement, as defined by the current legislation of the Republic of Kazakhstan, among faculty, staff and students of the University;
- carrying out continuous focused effort on development of faculty, staff and students' academic honesty.

## **2. Principles of academic honesty**

The main principles of academic honesty of faculty, staff and students of the University are:

- conscientiousness - honest and thorough performance of the University faculty, staff and students of their functional responsibilities. The main components of good faith are diligence and decency;
- the implementation of the protection of the rights of the author and his legal successors - recognition of authorship and protection of works that are subject to copyright, through the correct transmission of someone else's speech, thoughts and indication of sources of information in all types of publications, scientific articles and methodological materials;
- openness and transparency, mutual trust, open exchange of information and ideas between faculty, staff and students of the University;
- respect for the rights and freedoms of faculty, staff and students of the University;
- the right to free expression of opinions and ideas of faculty, staff and students of the University;
- mutual respect, not allowing rudeness, profanity, infringement of the honor and dignity of faculty, staff and students of the University;
- the duty of faculty, staff and students of the University to comply with this Code and bear equal responsibility for the violation of its provisions.

## **3. Duties of faculty, staff and students of the University in respect of academic honesty**

Academic honesty is the basic principle of the relationship between faculty, staff and tutors of the University.

### **Faculty and staff of the University must:**

- be a worthy representative of the University, share the strategy and tactics of university management, take responsibility for the implementation of the stated corporate goals and objectives of this Code in shaping the results of the University;
- qualitatively conduct all types of classes, provide the necessary support to students of the University in the selection of reliable sources in preparing for classes and writing academic works, qualifying papers and master's thesis researches;
- to ensure that all students of the University fulfill the application of methods for the designation of footnotes, references in accordance with the established procedure, indicating the authorship of all cited authors;
- prevent any possibility of violation of the requirements established by this Code among colleagues and students of the University;

### **Students must:**

- read the text of this Code and know the consequences of its violation;

- strictly observe academic integrity when writing academic works, qualifying papers and master's thesis researches;
- use the established procedure for the delivering of someone else's speech and thought when writing academic works, qualifying papers and master's thesis researches with the indication of the author, name of work, year and place of publication and pages;
- to indicate in the prescribed manner the list of references at the end of academic works, qualifying papers and master's thesis researches;
- use reliable sources of information when writing academic works, qualifying papers and master's thesis researches;
- respect and comply with the basic principles of using the intellectual property of others;
- be aware of the responsibility for the manifestation of academic dishonesty, and be prepared for the fact that, in the case of these violations, there will be established measures taken within the framework of this Code.

#### **4. Responsibilities of University faculty, staff and students for failure to comply with the Code of Academic Integrity**

4.1. Teaching staff, employees and students for violation of the requirements of this Code may be brought to disciplinary and other types of responsibility in accordance with the requirements of the current legislation of the Republic of Kazakhstan.

4.2. Teaching staff, employees and students are subject to disciplinary responsibility and other types of liability in accordance with the norms of the current legislation of the Republic of Kazakhstan for the occurrence of situations involving a conflict of interest.

4.3. The faculty and staff of the University, in accordance with the requirements of the current legislation of the Republic of Kazakhstan, may be brought to disciplinary and other types of responsibility for the unlawful use of their official position for personal gain, to assist members of their families and close friends.

Such behavior is considered unacceptable, discredits the honor and dignity of faculty and staff of the University.

4.4. University students for any illegal actions involving:

deception, dishonesty, cheating or misleading teachers during the exams;

the identification of the facts of plagiarism or compilation in the writing and protection of academic works, qualifying papers and master's thesis researches,

- are subject to disciplinary liability up to expulsion from the University on the basis of a written act, drawn up and signed by the University staff in the prescribed manner.

**Agreed:**

First Vice Rector	K.Zh. Daubayev
Vice Rector for Social and youth policy	S.E. Nurpeisov
Director of the Department for academic issues	A.S. Dayrabaeva
Director of the Department of Science and commercialization	R.U.Rakhmetova
Director TSUKAR	R.G. Seidakhmetova
Head of Personnel Department, legal security	A. B. Incarbekova
Dean of "Business and Information technology" faculty	A.A. Pyagay
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