



UNIVERSITY OF TRENTO

Graduate School in Materials Engineering: Honour Code

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**Graduate School in Materials Engineering  
(ME Graduate School)**

**The Honour Code**

**Annex A**



## **Graduate School in Materials Engineering (ME Graduate School)**

### **The Honour Code**

The fundamental objective of the Graduate School is to provide the students with a high level - high quality education while developing a sense of ethics and social and professional responsibility. We believe that any instance of dishonesty hurts the entire community. It is with this in mind that we have set forth our communities official - and practiced - ethical code as the Honour Code at ME Graduate School. The Honour System embodies our mutual trust and respect and extends to the Graduate School long-standing behavioural rules at the Department of Materials Engineering and Industrial Technologies (DIMITI).

The Honour Code at the ME Graduate School aims at cultivating a community based on trust, academic integrity and honour. It specifically aims at accomplishing the following:

- Ensure that students, faculty and administrators are aware of the responsibility for upholding academic honesty at ME Graduate School;
- Prevent any students from gaining an unfair advantage over other students through academic misconduct;
- Ensure that students understand that academic dishonesty is a violation of the profound trust of the entire academic community;
- Cultivate an environment at ME Graduate School where academic dishonesty is not tolerated among the students;



## Student Responsibilities

- 1. Honesty**
  - 1.1. *Computers Usage*
  - 1.2. *Library Usage*
  - 1.3. *Facilities Usage*
  - 1.4. *Work Space*
  - 1.5. *Papers and Reports*
  - 1.6. *Lying/ Deception/ Fraud*
- 2. Plagiarism / Fabrication / Falsification**
- 3. Inappropriate gender-based behaviour**
- 4. Respect Others**
- 5. Participation to School Activities**
  - 5.1. *Courses*
  - 5.2. *Seminars*
  - 5.3. *Communications*
- 6. Insurance and Liability**
  - 6.1. *Insurance*
  - 6.2. *Liability*
- 7. Disciplinary Measures**
- 8. Honour Code Agreement**

### 1. Honesty

Honesty with others and the ME Graduate School in regard to both academic and non-academic issues is fundamental in creating and maintaining a good environment at the ME Graduate School.

#### 1.1 *Honesty in Usage of Computers and Other Equipment*

- Theft, damage or misuse of the equipment is forbidden as it affects property of the DIMTI and takes advantage of all the other users who will lose the use of the resources.
- Allowing unauthorized non-ME Graduate School people access to the equipment is strictly prohibited as it reduces the amount of equipment available for ICT users and may lead to damage or to thefts.
- Network usage concerning downloading of material and files and placing material in the web must be restricted to working items.

#### 1.2 *Library Usage*

ME Graduate School students are urged to respect the library rules.



*1.3 Facilities usage (telephone, Internet services...)*

The ME Graduate School is hosted by the DIMTI that provides several facilities to the students, such as telephone, fax, photocopier, printer usage and a continuous internet access; these services must be used only for work related activities and not for personal purposes; moreover their usage is restricted to students, that cannot invite external people (e.g friends) to let them enjoy faculty services.

Abuse of the above services is strictly prohibited. Students are liable for possible inconvenience caused to other users.

*1.4 Work Space*

Students are expected to be silent because the work space can be shared by several people and it is necessary to let everybody do his/her work quietly and with the needed concentration.

*1.5 Papers and Reports*

Students are required to produce reports and research papers during their careers at the University. In collecting data and information, students need to actively avoid plagiarizing the work of others. Proper footnoting of source material and documentation of borrowed ideas are absolutely essential.

*1.6 Lying, Deception, and Fraud*

- Any attempt to gain an advantage or to avoid a consequence by lying, deception or fraud is not acceptable behaviour at ME Graduate School.
- Examples of lying, deception, and fraud include falsifying records of time and attendance at work, giving false information to an ME Graduate School official, and failing to take responsibility for personal conduct.

**2. Plagiarism / Fabrication / Falsification**

Plagiarism of any kind is completely contrary to the established practices of higher education, where all members of the ME Graduate School are expected to acknowledge the original intellectual work of others that is included in one's own work.

**3. Inappropriate gender-based behaviour**

Inappropriate gender-based behaviour is contrary to the university's Honour Code and is considered as a violation. Serious violations will be reported to the police.



#### 4. **Respect Others**

Every person has a fundamental right to be treated with respect. Every member of the ME Graduate School is expected to treat others in a way that will foster to the well-being of everyone at ME Graduate School and in the community. Students must have a correct hygienic behaviour, especially in common spaces like laboratories, library and university canteen.

#### 5. **Participation in School Activities**

##### 5.1 *Courses*

Students are committed to attend the programme of the ME Graduate School and to carry out research activities on a full time basis, according to the schedules and the regulations established by the Graduate School Council and by the Executive Committee.

##### 5.2 *Thesis*

Student supported by grants provided by other institutions, for specific research projects, are committed to pursue the specific project assigned.

##### 5.3 *Absences*

The school is residential and therefore long absences are not permitted, unless previously approved by the Dean (up to six months) or by the Graduate School Council who grant permit for absences motivated by the research activity. Absences longer than one week must be communicated to the Tutor and to the Secretariat of the ME Graduate School. Repeated unjustified absences will cause the expulsion from the Graduate School.

##### 5.4 *Seminars*

Participation in the seminars is strongly recommended in order to know the research activity of the Graduate School.

##### 5.5 *Communications*

PhD students must be able to receive and answer any messages sent to their e-mail address independently of the place they are.



## 6 Disciplinary Measures

Serious violations will be treated as follows:

- The students and his/her Tutor will be asked for an explanation of the events by the Dean and/or the Graduate School Council.
- The Graduate School Council decides whether to admonish the student or not.
- After two formal admonishments, if the student commits another serious violation, the Graduate School Council will propose his/her expulsion from the School to the Committee on Graduate Studies (Ufficio Dottorati) of the University of Trento.

## 7 Insurance and liability

### 7.1 *Insurance*

The University of Trento provides an insurance for the duration of the Graduate School programme. The insurance only concerns effects of accidents and damages to third parties that occur in circumstances pertaining to the Graduate School programme.

### 7.2 *Liability*

Students of the ME Graduate School are liable for consequences of misconduct or improper use of computers and instruments at the DIMTI.

## 8 The Honour Code Agreement

Having read the ME Graduate School's Honour Code, I understand and accept my responsibility as a member of the ME Graduate School to uphold the Honour Code at all times.

Date .....

Signature of the Graduate Student .....