

**CODE
OF ACADEMIC INTEGRITY FOR STUDENTS
OF THE JALAL-ABAD INTERNATIONAL UNIVERSITY (JAIU)**

1. General Provisions

1.1. This Code of Academic Integrity for Students (hereinafter referred to as the Code) defines the core values, principles, standards of conduct, and responsibilities of JAIU students in their academic, research, and educational activities.

1.2. The Code applies to all JAIU students across all educational programs and levels (bachelor's, specialist, master's, etc.), regardless of the form and language of instruction.

1.3. In their activities, students are guided by:

1. the legislation of the Kyrgyz Republic in the field of education;
2. the Charter of JAIU;
3. the Regulations on Academic Integrity and the Prevention of Plagiarism at JAIU;
4. the Regulations on the Quality Management System;
5. the Regulations on the Organization of the Educational Process Using the Credit System;
6. this Code and other local regulations of the University.

1.4. Compliance with the Code is a mandatory requirement for studying at JAIU and is considered an integral part of the professional and personal reputation of future specialists.

2. Goals and Objectives of the Code

2.1. The objective of the Code is to foster a culture of academic integrity, responsibility, and respect for work, knowledge, and the law within the student community.

2.2. The objectives of the Code are:

1. to establish uniform standards of academic conduct for students;
2. to prevent violations of academic integrity (cheating, plagiarism, etc.);
3. to develop students' skills in honest and independent academic and research work;
4. to ensure transparency and fairness in the procedures for reviewing violations;
5. to strengthen trust among students, faculty, and administration.

3. Core Values and Principles of Academic Integrity

3.1. Academic integrity at JAIU is based on the following values:

1. **integrity** – truthfulness and reliability in academic and research work;
2. **responsibility** – awareness of the consequences of one's actions and decisions;
3. **fairness** – upholding equal opportunities and rules for everyone;
4. **respect** – respect for faculty, peers, staff, patients (for medical programs), and oneself;
5. **Trust** – acknowledging the accuracy of results and evaluations;
6. **courage** – the willingness to adhere to the Code even under pressure and temptation.

3.2. Students are required to demonstrate academic integrity:

1. when completing all types of academic assignments (tests, written assignments, case studies, projects, internship reports, final thesis);
2. when taking midterm, mid-term, and final assessments (exams, OSCE/OSPE, defenses);
3. when participating in research activities (articles, conferences, projects, grants).

4. Student Responsibilities Regarding Academic Integrity

A JAIU student is required to:

4.1. Independence in completing assignments

1. complete all written, test, and practical assignments independently, unless otherwise explicitly specified by the format (group projects, etc.);
2. not to use unauthorized materials, prompts, devices, or assistance during tests, exams, and other forms of assessment.

4.2. Proper use of sources

1. cite the sources of information used, correctly quote and format borrowed materials;
2. Do not pass off someone else's text, ideas, data, or research results as your own (avoid plagiarism in any form).

4.3. Integrity in Assessment

1. Do not forge or alter grades, signatures, or official documents;
2. do not attempt to influence the instructor or others in order to unlawfully obtain a higher grade.

4.4. Respect for the work of others

1. Do not appropriate the work of other students (copying, purchasing, or exchanging completed work);
2. Do not distribute exam materials, tests, or assignments without permission;
3. Do not assist other students in violating academic integrity (allowing them to cheat, passing answers, etc.).

4.5. Responsible behavior in the digital environment

1. Use the eBilim LMS and other electronic systems properly and do not interfere with their operation;
2. do not share your login credentials with third parties;
3. not to attempt to gain unauthorized access to others' work, grades, or exam databases.

4.6. Reporting Serious Violations (at the Student's Discretion)

1. If there is reliable information about serious violations that threaten the reputation of the educational program and the University, the student may report this to the Dean's Office, the department, or the person responsible for academic integrity, while maintaining propriety and confidentiality.

5. Forms of Academic Dishonesty by Students

Violations of academic integrity include, but are not limited to:

5.1. Cheating

1. the use of unauthorized materials, prompts, or devices during tests, exams, and other forms of assessment;
2. copying from other students, exchanging answers, using "cheat sheets," images, chat rooms, etc.

5.2. Plagiarism

1. copying others' texts in whole or in part without citing the source;
 2. "self-plagiarism"—reusing one's own work without authorization if this distorts the actual scope of the work performed (e.g., the same report submitted for different courses);
1. the use of ready-made works, purchased or taken from open sources, without proper citation.

5.3. Fabrication and falsification

1. fabrication of data, experimental results, questionnaires, or clinical cases;
2. Altering grades, protocols, or reporting documents;
3. forgery of signatures of instructors, internship supervisors, or clinical mentors.

5.4. Unauthorized acquisition and use of information

1. illegally obtaining exam questions, tests, or case studies prior to an assessment;
2. photographing or copying exam materials without permission;
3. using personal connections to pressure a faculty member to change a grade.

5.5. Impersonation

1. taking a test, exam, online assessment, or completing an assignment on behalf of another student;
2. enlisting third parties to complete one's academic or research work.

5.6. Violation of rules regarding the handling of medical and personal data (for medical programs)

1. Using real patient personal data without consent or anonymization;
2. falsifying medical records, medical histories, or test results.

5.7. Violation of netiquette and the University's reputation

1. Rude, offensive behavior in online environments related to the educational process (LMS forums, group chats, official channels);
2. dissemination of knowingly false information that undermines trust in the grading system and the University.

6. Disciplinary Measures

6.1. The following measures may be applied to a student for violations of academic integrity (depending on the severity and frequency):

For minor and isolated violations (e.g., minor instances of improper borrowing while maintaining the independent nature of the work):

1. a verbal reprimand or warning;
2. lowering the grade for a specific assignment (e.g., to a maximum of "C" or "D");
3. mandatory revision of the work with resubmission.

For more serious violations (cheating, substantial plagiarism, falsification of data):

1. a grade of "0" or "F" for the relevant assignment, test, or exam;
2. retaking the course/module for an additional fee (subject to local regulations);
3. a written warning, recorded in the student's academic record.

For gross and systematic violations (impersonation, repeated plagiarism, mass cheating, document forgery):

1. suspension from the exam session;
2. academic leave (upon the decision of the committee);
3. expulsion from the University (in accordance with established procedures).

6.2. The specific disciplinary measure is determined by:

1. the instructor (at the level of grading a specific assignment within their authority);
2. the department, the dean's office, or a special Academic Integrity Committee (for more serious cases).

6.3. When selecting a measure, the following are taken into account:

1. the severity of the violation;
2. the presence of direct intent;
3. the recurrence of such incidents;
4. the student's prior conduct and attitude (admission of guilt, willingness to make amends).

7. Procedure for Reviewing Cases of Academic Dishonesty

7.1. An alleged violation may be documented:

1. by a faculty member;
2. a staff member of the Dean's Office/Academic Affairs Office;
3. a member of the examination committee;
4. by anti-plagiarism software and/or other digital tools.

7.2. The instructor is required to:

1. document the violation (description of the situation, screenshots, anti-plagiarism report, witnesses);
2. report the incident to the department chair/dean's office (in cases of serious violations);
3. inform the student of the nature of the alleged violation and the possible consequences.

7.3. In serious or disputed cases, a commission is formed (at the department, faculty, or university level), which:

1. reviews the materials and explanations provided by the parties;
2. requests additional information as necessary (system reports, witness statements);
3. makes a decision and records it in a report.

7.4. The student has the right:

1. be informed of the nature of the charges and the grounds for them;
2. provide written or oral explanations;
3. be present during the commission's consideration of the case (if the format allows);
4. appeal the decision in accordance with established procedures (dean's office, appeals committee, rector's office).

8. Support and Promotion of Academic Integrity

8.1. The University ensures:

1. informing students about the principles of academic integrity (at "Freshman Day," orientation courses, in syllabi, and on the eBilim LMS);

2. training sessions, seminars, and consultations on proper citation, working with sources, and the use of anti-plagiarism tools;
3. the availability of instructional materials (guides, instructions) on academic integrity on the official website and in the LMS.

8.2. Instructors:

1. include a section on “Academic Integrity” in the course syllabus (rules and consequences of violations);
2. design assignments that reduce the risk of dishonest work (individual case studies, analytical questions, oral components);
3. set a personal example of adherence to academic ethics.

8.3. Students:

1. may form mutual aid groups, clubs, and student communities that promote a culture of honest learning;
2. may propose initiatives to improve the academic integrity support system.

9. Final Provisions

9.1. This Code is part of JAIU’s regulatory framework and operates in conjunction with the Regulations on Academic Integrity and the Prevention of Plagiarism.

9.2. The Code is brought to the attention of students:

1. upon enrollment (with a signature);
2. posted on the official website and in the eBilim LMS;
3. may be included in the student ID card/transcript as a brief statement of obligations.

9.3. Amendments and additions to the Code are made by decision of the Academic Council of JAIU upon the recommendation of the Rector’s Office, the Academic Affairs Department, the deans’ offices, and the student government.

9.4. Enrollment at JAIU implies the student’s agreement with this Code and a commitment to comply with it.

STUDENT GUIDE ON ACADEMIC INTEGRITY AT JAIU

1. What does it mean to “study honestly”?

Academic integrity is when you:

1. complete assignments **on your own**;
2. **do not cheat** or allow others to cheat;
3. **do not falsify** data, grades, or signatures;
4. **respect the work of others** (cite your sources);
5. take care to protect the University’s reputation.

2. WHAT YOU MUST NOT DO

On tests, exams, OSE, OSCE/OSPE:

1. use cheat sheets, phones, chat apps, or headphones;
2. cheat off a neighbor or give answers to others;
3. photograph or distribute exam materials;
4. take a test or exam **on behalf of another** student (or ask someone to do so on your behalf).

In written assignments, essays, term papers, theses, and internship reports:

1. copying text from the internet or others’ work **without citing the source**;
2. submitting purchased or someone else’s work as your own;
3. "reusing" the same work for different courses without permission;
4. fabricating or altering data (surveys, tables, research results, medical records).

In the eBilim LMS and digital environment:

1. sharing your login and password with others;
2. deliberately disrupting or interfering with the system’s operation;
3. gaining unauthorized access to other people’s work and grades.

3. HOW TO DO IT RIGHT

1. When submitting assignments:
 1. if you used a source → provide **a citation** (author, title, year);
 2. if you want to quote verbatim → put it in quotation marks + cite the source;
 3. if in doubt—ask your instructor how to format it.
2. When preparing for a test:
 1. practice with **sample questions**; don’t look for “leaked” exams;
 2. review the material using lecture notes, presentations, and meeting minutes.
3. When working in eBilim:
 1. log in to the course regularly and check deadlines;
 2. submit your assignments on time;
 3. Save your drafts and source files.

4. WHAT HAPPENS IF YOU VIOLATE THE RULES

Possible consequences (depending on the severity of the violation):

1. For cheating or plagiarism on an assignment or test:
→ **0 points / “F” for the assignment**, with no right to retake the exam;

2. for repeated or serious plagiarism, data fabrication, or impersonation:
 - “F” for the course,
 - review by the department / academic integrity committee,
 - possible **suspension from the exam period or expulsion**;
3. all information regarding serious violations may be recorded in the student’s academic record.

5. WHO TO CONTACT IF YOU HAVE QUESTIONS

If you **are unsure** how to properly format your work or what constitutes a violation:

1. ask your instructor;
2. contact the department chair or the dean’s office;
3. check the rules in the Academic Integrity Policy (on the JAIU website and in eBilim).

6. THE SHORT FORMULA OF A JAIU STUDENT

“I submit only work that I have done myself, honestly, with respect for the work of others and for the profession I have chosen.”

**STUDENT ACADEMIC HONESTY GUIDELINES
JALAL-ABAD INTERNATIONAL UNIVERSITY (JAIU)**

1. What does it mean to study honestly?

Academic honesty means that you:

1. **do your work yourself;**
2. **do not cheat** and do not help others to cheat;
3. **do not falsify** data, grades, or signatures;
4. **respect other people's work** (always cite your sources);
5. care about the **reputation of your profession and your university.**

2. WHAT YOU MUST NOT DO

During tests, exams, OSCE, OSPE, and other assessments:

1. use cheat sheets, phones, chat apps, messaging apps, or earbuds;
2. copy answers from another student or share your answers;
3. take photos of exam materials and send them to others;
4. take an exam or online test **in place of another student** (or ask someone to do it for you).

In written assignments, essays, reports, projects, practice reports, and theses:

1. copy text from the internet or other works **without citing the source;**
2. submit purchased work or someone else's work as if it were your own;
3. submit the **same work** for different courses without approval;
4. invent, alter, or fabricate data (tables, surveys, research, case histories).

In the LMS eBilim and other digital systems:

1. share your login and password with others;
2. deliberately damage, block, or attempt to hack the system;
3. gain unauthorized access to other students' work, grades, or exam questions.

3. HOW TO DO IT RIGHT

1. When writing an assignment:
 1. if you use a source → **add a reference** (author, title, year);
 2. if you use exact sentences → put them in **quotation marks + reference;**
 3. if you're not sure how to cite → **ask your teacher.**
2. When preparing for a test:
 1. study materials from lectures, presentations, notes, and textbooks;
 2. use **sample questions** and self-tests, not "leaked exams."
3. When working in eBilim:
 1. log in regularly and check deadlines;
 2. submit your assignments on time;
 3. keep your drafts and original files.

4. WHAT HAPPENS IF YOU BREAK THE RULES

(Depends on how serious and how frequent the violation is.)

Possible consequences:

1. For cheating or plagiarism in a single assignment or test:
→ **0 points / “F” for this assignment**, no re-evaluation of this grade.
2. For serious plagiarism, fabrication of data, cheating on exams, or repeated violations:
→ an “F” for the entire course,
→ the case may be reviewed by the department or the Academic Honesty Committee,
→ you may be **removed from the exam session or expelled** (in accordance with regulations).
3. Information about serious violations may be recorded in your personal file.

5. IF YOU ARE NOT SURE – ASK

If you are unsure what is permitted or how to write your assignment correctly:

1. ask your **instructor**;
2. contact your **department chair or the dean’s office**;
3. read the University **Regulation on Academic Honesty and Plagiarism** (available on the JAIU website and in LMS eBilim).

6. SHORT STUDENT PROMISE

“I submit only the work I have done myself, honestly, with respect for other people’s work and for the profession I have chosen.”

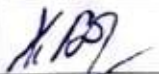
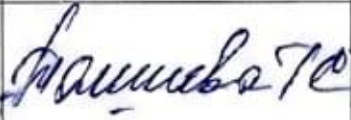







CHANGE LOG

Change No.	Basis for Amendment	Pages	Summary of the amendment	Revision	Signature	Date
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2						
3						

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1	Developed by	Kanetova D.E.		29.12.25
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3	Approved: Head of the Educational and Informational Department	Kanetova D.E.		29.12.25
4	Approved: leading specialist for quality	Kalmuratova A.		29.12.25
4	Approved: head of the legal affairs and human resources department / lawyer	Sydykova B.J.		29.12.25
5	Approved: vice-rector for academic affairs	Sadyrova N.A.		29.12.25
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