

12. Disciplinary measures

12.1 Starting points

Disciplinary measures (HF chapter 10) may be taken against a student who

- 1) by prohibited aids or by other means attempts to deceive during examinations or when academic work is otherwise assessed,
- 2) disrupts or obstructs teaching, tests or other activities within the framework of studies at the higher education institution,
- 3) disrupts activities in the library of the higher education institution or other separate establishments at the institution,
- 4) exposes another student to ethnic harassment, harassment because of religion or other belief, harassment because of sexual orientation, harassment because of functional impairment or sexual harassment, or
- 5) exposes an employee at the higher education institution for corresponding harassments as stated in 4).

Disciplinary measures must not be taken later than two years after commitment of the offence.

12.2 Cheating

Cheating includes cheat notes, not allowed resources, not allowed cooperation, plagiarism, fabrication of data and also changing assessed and returned written examinations.

It is not allowed to cheat in any way at SLU. All suspicions of cheating shall be followed up with appropriate measures. The Vice-Chancellor has established [SLU policy and action plan with regard to cheating and plagiarism within higher education](#) and [Procedural routines in cases of suspected cheating in higher education at SLU](#).

12.3 Standards of conduct

In general, it applies that lectures, tests or other activities within the studies may not be disturbed. Normally, students may not have children or pets with them in connection with education activities. The concerned teacher (for individual classes) or the course leader (for the entire course) determines what applies for the respective course.

Special regulations, and sometimes safety ordinances, apply for certain premises and activities within the studies, for example, laboratories, written examinations, and libraries. See also [Examination regulations at SLU](#) included as an appendix in the Regulations).

12.4 Harassment

A student that is admitted to or applies for a course or a study programme at SLU shall not be discriminated against or harassed due to gender, ethnic or religious affiliations, sexual orientation or functional impairments. The same applies for employees at SLU. See the [Action plan for equal opportunities](#), which is valid for both students and staff.

12.5 Handling of matters

If there is cause to suspect offences such as those that are referred to above, the Vice-Chancellor shall promptly be notified. The report shall be made as soon as possible after the suspected offence has taken place (HF chapter 10, section 9).

The head of department (equivalent) will determine if the matter shall be reported to the Vice-Chancellor. Thereafter, the Vice-Chancellor will determine whether the matter shall be referred to the disciplinary board at SLU for a hearing. SLU's disciplinary board will make a decision on the consequences after investigation and an interview with the student. The disciplinary board consists of the Vice-Chancellor, one teacher, a legally trained member and two students.

An assessment that is reported for suspected cheating is not graded until the issue is settled by the Vice-Chancellor or the disciplinary board. However, the student can participate in other assessments during the investigation period.

12.6 Actions in the event of suspension

The disciplinary measures for cheating are caution or suspension from the education for a maximum length of six months. During suspension the student cannot participate in tests, lectures or other activities within the framework of studies during a certain time period (however, not longer than six months).

If there are tests given during the suspension period, the student must wait until the next occasion for assessment.

12.7 Personnel liability issues

There shall be a personnel liability board at SLU (Public authority ordinance, section 25). The personnel liability board shall consist of – in addition to the Vice-Chancellor and employee representatives – an additional three board members appointed by the board of SLU. The Vice-Chancellor is the chairman of the board. Representatives for the employees are appointed in accordance with the statutes in the personnel representative regulations (FSLU chapter 3, section 6).

The public authority ordinance states that a personnel liability board shall deal with issues regarding

1. dismissal from employment due to personal conditions, when employment is not trial employment,
2. disciplinary responsibility,
3. indictment,
4. suspension.

Disciplinary measures against employees include cautions and salary deductions.

The prefect (equivalent) will determine if the personnel issue shall be reported to the Vice-Chancellor. If a student has complaints about SLU personnel, he/she shall contact the manager (prefect or equivalent) of whom the criticism refers to.