



## Integrity Policy

### **Document version: 01-2013**

All students, faculty and staff are expected to comply with the highest degree of honesty and integrity and by doing so maintain the high academic reputation of CUN and the nursing profession. This policy includes, but is not limited to, measures against lying and deceit, cheating, plagiarism, blackmail and fraud. Measures to be taken are to the discretion of faculty-members, Department Heads or the Director, on the advice of the Ethics Committee, if not specifically stipulated in this policy-document and may include suspension or expulsion of students and dismissal of faculty or staff. Serious criminal offenses will be reported to the authorities. Professional integrity is considered a matter of course, without any exceptions!

This policy applies to all CUN student-, faculty- and staff-applicants, admitted students, alumni, hired faculty, hired staff, CUN's affiliates, suppliers and providers. This policy-document is to be considered an integral part of any agreement between CUN and any student, faculty-member, staff-member, affiliate, supplier and provider. Adherence to this policy is confirmed by students, by signing their Education Agreement, by faculty and staff, by signing their Framework Agreement.

All assignments and tests taken and other materials produced by a student, within the scope of his/her studies, which are based on a violation of CUN's integrity policy, will be discarded and the concerning student will not be eligible for retaking these assignments or tests, during the concerning academic semester or academic year.

Persons being accused of any integrity violations has the right to a fair hearing, by the Ethics Committee. Students have the right to a fair hearing and the right to file a complaint with the Complaints Board, after being accused of such a violation, whether or not assisted by the Student Council or a legal advisor or attorney, for which the student himself will bear the costs.

Students also have the right to seek the help from the Student Counselor, in case personal issues or emotional conditions (may) play a role in a concerning violation of the integrity policy.

After two proven instances of cheating, plagiarism, blackmail, fraud or any other integrity violation, by a student, immediate expulsion will follow. Paid fees and allowances for the then current academic semester will not be reimbursed. Re-admission will be to the discretion of the school and only after positive consultation by the Student Council and the Student Counselor and an explicit agreement, between the school and the student. A re-admission fee will apply. Violation of mentioned agreement will result in definitive expulsion, without the possibility to be re-admitted. Fraudulent behavior, handled by the proper authorities and leading to a criminal record, will result in immediate expulsion of the concerning student, without the possibility to be re-admitted and dismissal of the concerning faculty- or staff-member.

In case the circumstances demand legal actions, for instance in case of an act of cybercrime, fraudulent conduct is reported to the authorities.

### **1 – General and student integrity violations**

The following list of integrity-violations includes many examples, but is not exhaustive. For all mentioned violations the generally and academically accepted definitions are to be understood.

1. Lying and over-exaggerating.
2. Deceit
3. Cheating
4. Plagiarism
5. Blackmail
6. Fraud
7. Forgery



8. Falsifications
9. Creating unfair competition.
10. Unauthorized use of instruments, equipment or devices.
11. Unauthorized use of third party products or services.
12. Unethical behavior in general, including any kind of intimidation.

## **2 – Faculty and staff integrity violations**

### **1. Amative and family relationships**

CUN faculty and other staff, working in a position, in which they could grant students any kind of unfair benefits or in which they or the student could become chantable, in any way and for whatever reason are strongly discouraged from participating in amative relationships, with students. Serious amative relationships are to be disclosed to the Educational Coordination Department Head or the staff-member's Department Head, in a timely manner.

Faculty-members and other staff, of whom a certain student is a spouse or family-member, are to disclose this relationship to the Educational Coordination Department Head or the staff-member's Department Head, in a timely manner.

Faculty-members, engaged in a serious amative relationship with a student or of whom a certain student is a spouse or family-member, are to abstain from assessing, determining or influencing a student's academic performance, progress or potential or a student's entitlement to or eligibility for any institutionally conferred right, benefit or opportunity or overseeing, managing or directing a student's academic or other institutional activities.

Appropriate measures will be taken, by the concerning Department Head, to make sure students are always treated fair and equally. This may include assigning another faculty- or staff-member, to certain responsibilities, duties and tasks.

Failure to disclose an amative relationship, in a timely manner, will result in disciplinary action.

### **2. Acts of violence**

In addition to CUN's general rules of respect and good conduct, all kinds of acts of violence, by faculty-members or other staff, including but not limited to bullying, aggressive and intimidating verbal behavior, aggressive and intimidating physical behavior, sexual assault, stalking, threatening, deliberately placing students, staff or others in an unsafe or dangerous situation, deliberately damaging CUN's, students', staff or an other's property and any kind of blackmail, are met with immediate dismissal of the concerning faculty- or staff-member(s), without any option of being reinstated. Depending on the severity of the offense, proper authorities will be informed and, in such cases, the concerning victims are encouraged to press charges.

Faculty-members, other staff and students are expected to report any act of violence they have experienced or that has come to their knowledge, to the Student Counselor, the concerning Department Head or the Director or in his absence CUN's President.

### **3. Conflicts of interest**

Conflicts of interest are all those situations in which any kind of personal considerations, circumstances or relationships may in any way (potentially) compromise a faculty- or staff-member's objectivity or judgment, in carrying out their responsibilities, duties or tasks. These situations may occur within and outside of CUN. Conflicts of interest are also considered allocation of time, effort and resources to any other responsibilities, duties or tasks, not related to or in a potential conflict with a faculty- or staff-member's responsibilities, duties and tasks within or on behalf of CUN.

Faculty-members and other staff are to disclose (potential) conflicts of interest to the Educational Coordination Department Head or a staff-member's Department Head, the moment such a (potential) conflict has arisen, so appropriate measures can be taken, by the concerning Department



Head. Failure to disclose a (potential) conflict of interest, in a timely manner, will result in disciplinary action.

### 3 – Affiliate, supplier and provider integrity violations

1. Violating CUN's non-disclosure and confidentiality terms.
2. Violating CUN's data-security rules.
3. Bribery and intimidating or aggressive behavior.
4. Creating unfair competition.
5. Lying about and over-exaggerating the quality of products and services.
6. Misinformation
7. Breach of contract.
8. Creating a conflict of interest.
9. Not complying with local laws and regulations and/or international agreements.
10. Falsification of documents and/or invoices.
11. Mistreating or disadvantaging CUN students, faculty or staff in any way.
12. Not complying with generally accepted or agreed safety-precautions.
13. Fraud
14. Not complying with agreed standards or planning.
15. Not complying with agreed methods of operation.
16. Malpractice of any kind.
17. Damaging property of CUN, its students, faculty or staff.
18. Disrespecting people, nature and the community in general.

Students, faculty-members and other staff are to disclose (potential) integrity violations, by affiliates, suppliers or providers to the concerning Student Mentor, the Student Counselor or the concerning Department Head, the moment such violations have arisen, so appropriate measures can be taken.

### Revision History

Date of Change	Summary of Change
January 1, 2023	