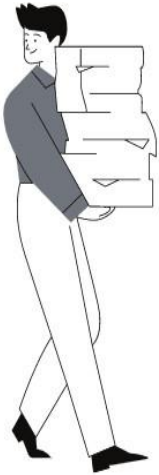


Student and academic standards



In accordance with clause 3.5.4 of the [HSE Student Internal Regulations](#), university students are obliged to:

comply with academic standards when performing oral and written academic works, in particular, **avoid copying, submission of work done by another person, plagiarism, fraud** when performing written academic works, **fabrication of data and results of written academic work, violation of intellectual** (copyright, related, patent, etc.) **rights...**

According to clause 1.4 of the [Procedure for taking disciplinary action for violations of academic standards with respect to papers authored by students at HSE](#):

All academic works must be carried out by the students themselves.

In order to ensure that academic standards are not violated in your work, you must:

- **Format citations** according to the rules for citations (see the Rules for preparing and defending a QP/GT established within the EP),
- **Provide references to sources** if paraphrases are used in the text (see Plagiarism in written works),
- Avoid unnecessary quotations (see Plagiarism in written works),
- Avoid fraud, turning in the same work twice,
- Properly **format the self-citation** according to the rules established within the EP (see Types of academic misconduct),
- Before submitting your paper, pre-check it for authorship using Antiplagiat.ru, ETxt.ru, Content-Watch, Plagiarisma.ru or ask your teacher to do so.

What happens when an academic misconduct is discovered?

If any of the violations of academic standards (plagiarism, turning in the same paper twice, cheating, fraud, falsification) are discovered in academic papers:

1. **The teacher grades the student's paper "unsatisfactory"** ("0" on a 10-point scale),
2. **The teacher draws up a memorandum** describing the offence committed and indicating the amount of text copied or borrowed and its source, enclosing documents confirming the misconduct committed by the student,
3. **The student provides a written explanation** in order to verify the facts stated by the teacher in the memorandum,
4. **The Student Council provides motivated opinion** on the issue of bringing a student to disciplinary action,
5. **The Faculty Dean and the university administration decide whether to impose a disciplinary action** on the student for the offence committed.

Violation of academic standards at the State Final Examination:

In case a student is found to have plagiarised GT, they will be **charged in accordance with the [Procedure for taking disciplinary action for violations of academic standards with respect to papers authored by students at HSE](#)**.

If a breach of academic standards in GT is discovered after the GT is uploaded to the LMS and before the defence of the GT:

- GT supervisor/reviewer reflects this fact in the feedback/review and in the memorandum,
- Student receives "0" points,
- Student is subjected to disciplinary action,
- Student is not admitted to the State Final Examination.

If a breach of academic standards is discovered during the defence of GT/state examination:

- The members of the State Examination Committee (SEC) take a decision on the exclusion of the student from the defence of the GT/state examination,
- The student receives "0" points (unsatisfactory) in the SEC report,
- Report of the incident is drawn up,
- Student is subjected to disciplinary action.

Student Council's role:

The Student Council ensures that students' rights and interests are protected in their interaction with the university.

The Student Council provides motivated opinion on the issue of bringing students to disciplinary action. **The Student Council reviews situations that arise and indicates the recommended disciplinary action in a motivated opinion.**

The opinion of the Student Council shall be taken into account when choosing a disciplinary action.

Student Council's contacts:

E-mail: studsovetspb@hse.ru

Vk Group: <https://vk.com/hsespbstudcouncil>