

**UNIVERSITY OF VETERINARY MEDICINE AND PHARMACY IN
KOŠICE**

**Disciplinary Procedure for Students
of the University of Veterinary Medicine and Pharmacy in Košice**

Internal Rule No. 11

Pursuant to the Act No 131/2002 Coll. on Universities and on amendment and supplementation of some acts, as amended, approved by the Academic Senate of the University of Veterinary Medicine and Pharmacy in Košice on 18th March 2013

Article 1

General Provisions

1. Disciplinary Procedure of the University of Veterinary Medicine and Pharmacy in Košice (hereinafter referred to as “UVMP“) for Students (hereinafter referred to as „Disciplinary Procedure“) specifies the position and competence of the Disciplinary Committee of the University of Veterinary Medicine and Pharmacy in Košice (hereinafter referred to as “Disciplinary Committee“), as the body of academic self-administration, for the purpose of dealing with disciplinary offences committed by students, and also specifies the procedure of imposing disciplinary actions.

Article 2

Disciplinary Committee

1. Disciplinary Committee deals with disciplinary offences committed by students enrolled with the UVMP upon the Rector’s initiative who was notified of the disciplinary offence, and submits the proposal of a disciplinary action to the Rector who makes the decision.
2. Disciplinary Committee consist of six members, half of them are students. Membership in the Disciplinary Committee does not allow any representation.
3. Chairman and members of the Disciplinary Committee are appointed by the Rector from among the members of the UVMP Academic Community members, upon the approval of the UVMP Academic Senate. The chairman of the Disciplinary Committee for Students is the Vice-rector for education and study affairs.
4. Appointment, removal, and termination of the office are communicated to the Disciplinary Committee members in writing. The same person is entitled to be a member of the Disciplinary Committee repeatedly.
5. Term of the office of the Disciplinary Committee lasts for two years.
6. Membership in the Disciplinary Committee terminates for a member:
 - a) if their term of the office in a particular position terminates,
 - b) if they waive the membership in this body in writing,
 - c) if they cease to be a member of the Academic Community,
 - d) if removed by the Rector upon the approval of the Academic Senate.
7. Activities of the Disciplinary Committee and the procedure of dealing with disciplinary offences are specified in the Rules of Procedure of the Disciplinary Committee approved by the UVMP Academic Senate upon the Rector’s proposal.

Article 3

Disciplinary Offence

1. Disciplinary offence is any culpable act consisting of the violation of generally binding legal regulations, internal rules of the university or its parts, public order and civil coexistence on the academic ground.
2. Disciplinary offence, as specified herein, is mainly represented by:
 - a) violation of laws of the Slovak Republic, Statute of the UVMP, Study Guidelines of the UVMP, and other internal rules of the UVMP,
 - b) falsification of official documents related to study (study record book or other exam records, credits etc.),
 - c) a crime for which the offender was legally sentenced,
 - d) illegal conduct against a student, an employee or any other person, committed on the academic ground,

- e) theft or serious damage caused to the property owned or held under a lease by the university,
 - f) serious threat to morals on the academic ground (e.g. use and spreading of alcoholic beverages, intoxicants and psychotropic substances),
 - g) appropriation of any work produced by a different author by presenting it as the offender's original work (plagiarism),
 - h) cheating at exams.
3. Proceeding regarding a disciplinary offence before the Disciplinary Committee is carried out upon the initiative or the proposal of Rector who submits the proposal to the Chairman of Disciplinary Committee. Initiatives for the proposal of investigation may be submitted to the Rector by any member of the UVMP Academic Community.

Article 4

Disciplinary Actions

1. Student's disciplinary offence may give rise to any of the following disciplinary actions:
 - a) reprimand,
 - b) conditional exclusion from study at the university with specification of period and requirements, adherence to which shall condition the cancellation of the exclusion,
 - c) exclusion from study at the university.
2. If discussions on a disciplinary offence are sufficient to achieve a student's remedy, the disciplinary action may be waived.
3. Disciplinary offence shall not be the subject of discussions, if more than one year elapsed since the day the offence was committed, or, in case a student is sentenced, since the effective date of the judgement by a criminal court. The limitation period does not continue during the proceedings on a disciplinary offence or during the study interruption.
4. Disciplinary action, as specified in paragraph 1 (a), may only be imposed on a student for a minor disciplinary offence or a disciplinary offence committed due to negligence.
5. Imposing a disciplinary action, as specified in paragraph 1 (b), shall include specification of the period and requirements adherence of which shall condition the cancellation of the exclusion. Degree of seriousness of the disciplinary offence shall be considered. The minimum duration of the conditional exclusion from the university is six months and the maximum duration is two years of the date when the disciplinary action was imposed.
6. If a student commits another disciplinary offence prior to the expiry of the above mentioned period, a disciplinary action specified in paragraph 1 (c) is usually imposed.
7. Disciplinary action, as specified in paragraph 1 (c), may be imposed on a student in following cases:
 - a) they deliberately commit a serious disciplinary offence,
 - b) they repeatedly commit a disciplinary offence,
 - c) they were legally convicted of a crime.
8. A disciplinary action is imposed while considering the type and seriousness of a disciplinary offence, circumstances under which it was committed, degree of misconduct, consequences of a disciplinary offence, as well as previous conduct of a student.
9. In case a student receives two or more written reprimands during their study, they may be excluded from the university.

Article 5
Decision on Imposing a Disciplinary Action

1. A disciplinary action is imposed by the Rector upon the proposal of the Disciplinary Committee. Rector is not entitled to impose a disciplinary action more stringent than the one proposed by the Disciplinary Committee.
2. Decision on imposing a disciplinary action shall be made by the Rector within two months of the date of submission of the request for the investigation of the offence by the Disciplinary Committee.
3. Decision on imposing a disciplinary action shall be made by the Rector in writing. The decision shall contain the statement, rationale, and instructions on the possibility to request the reassessment; the decision shall be delivered to the student personally.
4. One copy of the legal decision shall be filed in the student's personal file.

Article 6
Reassessment of the Decision on Imposing a Disciplinary Action

1. A student is entitled to submit a written request for the reassessment of the decision on a disciplinary action within eight days of its delivery date; a student shall submit such request to the UVMP Rector who has made the decision.
2. Rector himself/herself is entitled to accept student's request and decide on the modification or cancellation of the decision within 15 days of the request delivery date. In case the request is not accepted by the Rector, the Rector shall advance it to the UVMP Academic Senate within the same period.
3. The UVMP Academic Senate shall reassess the Rector's decision; should it be in conflict with the law or any internal rule of the UVMP, the decision shall be modified or cancelled, otherwise the request shall be denied and the decision shall be confirmed. The UVMP Academic Senate shall make the decision within 30 days of the delivery date of the request for the reassessment of the decision on a disciplinary action.
4. A student's request for the reassessment of the decision on a disciplinary action always has a suspensive effect.

Article 7
Concluding Provisions

1. By this Internal Rule, the "*Disciplinary Procedure for Students of the University of Veterinary Medicine and Pharmacy in Košice*" – Internal Rule No. 11, approved by the UVM AS on 30th June 2008 is cancelled.
2. This Internal Rule enters into force and becomes effective on the date it is approved by the UVMP Academic Senate.
3. This Internal Rule was approved by the UVMP Academic Senate on 18th March 2013.

In Košice, on 18 March 2013

Assoc. prof. Peter Lazar, DVM, PhD
Chairman of the Academic Senate
University of Veterinary Medicine and
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Rector
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