



**Code of Conduct
of
Azerbaijan Technical University**

Baku-2024

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Introduction

This Code of Conduct (referred to as the “Code”) has been developed by the Ministry of Education of Azerbaijan following the Constitution of the Republic of Azerbaijan, the law on “Education”, and existing social norms. The Code has been mostly confirmed by the decision of the Scientific Council of Azerbaijan Technical University on July 11, 2020.

This policy applies to all three levels of education (bachelor’s, master’s, and doctoral programs) and will be attributed to students who are studying.

We aim to enhance the quality of education by promoting teaching, research, and students’ interactions, and complying with the governing norms and regulations.

We declare that every student studying at Azerbaijan Technical University can make decisions regarding their education and is accountable for the consequences of their actions. As an active member of the academic community, each student is expected to exercise their free will and take responsibility for their decisions.

In case any student fails to comply with the norms and requirements mentioned in this Code, appropriate measures will be taken by legislation. These measures may include a warning, reprimand, severe reprimand, administrative punishment, expulsion from the university, or any other form of penalty as deemed fit. However, the final warning will be given before taking any severe action.

At Azerbaijan Technical University, students are required to adhere to the following principles and norms:

Honest behavior

In good faith, students must perform all duties provided by legislation.

Increasing Individual Responsibility

Every student who is involved in the educational process of the Republic of Azerbaijan has the right to make decisions within the norms established by the legislation and determine their actions. As a fully functional individual, each student is responsible for their actions and inactions. They are personally accountable for the consequences of their actions or inactions.

Protection of individuals’ rights, freedom, legitimate interests, and honor, as well as respect for business reputation.

Actions that may violate the rights and freedoms, legal interests, morals, honor, and dignity of individuals, or damage their business reputation are strictly prohibited.

Cultural behavior

To ensure a positive and constructive relationship, all individuals, including the professor-teacher staff of AzTU, should maintain a polite and patient demeanor.

The teaching process in lectures, exercises, and laboratory classes should not be obstructed.

Prevention of discrimination

Discrimination based on race, nationality, religion, language, gender, social origin, property or care status, beliefs, social or any other association should not create favorable conditions for any person or group of persons, nor should it harm them for any of the aforementioned reasons.

Use of the enterprise's property

In the university library, laboratory, and auditorium rooms, materials, and technical equipment should be used economically and efficiently, including those kept in cabinets, communication systems, computers, and other equipment.

In university premises, it is prohibited to use any personal material or equipment, including cabinets, communication systems, computers, and other communication systems, that belongs to the property in library, laboratory, and auditorium rooms.

It is prohibited to write on the walls of educational buildings, post leaflets, or paste any advertisements or announcements without the consent of the university management.

According to the civil legislation of the Republic of Azerbaijan, a person who causes material damage to another's property is liable for paying for the damages they caused.

Whistle blowing

AzTU is committed to the highest standards of openness, honesty, integrity, transparency, accountability and high ethical behavior by assisting to foster and sustain an environment where staff, student and interested stakeholders can act appropriately, without fear of revenge and punishment.

In order to uphold the aforementioned standards, AzTU encourages employees, students, and other stakeholders with substantial concerns about suspected misconduct or any suspected violation of law or regulation that could negatively affect the University to come forward and report the same through the proper channels without fear of reprisal or unfair treatment.

Reporting channels: staff, student and other stakeholders have to send an email to the Centre of Social Development. The report can also be sent directly to the University management.

Innovation

AzTU students should prioritize professionalism, innovation, and time management for efficient and effective activities.

AzTU considers professional specialists as its most important asset, who are capable of mastering and applying the latest advancements in science and technology.

Every student should always approach their work with enthusiasm, professionalism, and innovation while applying new ideas.

Efficient use of time is supported through the application of IT technologies at each stage of Azerbaijan Technical University's activities.

Other provisions

Upon entering the university, you must present your student ID to the Security Service at the entrance gate.

To maintain a peaceful and respectful environment, the university prohibits any political or religious propaganda and the distribution of leaflets.

Smoking or using tobacco products, including e-cigarettes, is strictly prohibited on campus.

Suspect any suspicious persons in university buildings or courtyards and immediately inform the security service upon sighting.

It is mandatory to adhere to the authorized regulations concerning the administration of the examination procedure.

Review

This policy will be reviewed at least every 2 years. The previous version of policy will remain in full force and effect until the adoption of new version.