



Code of Conduct of Azerbaijan Technical University

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Introduction

We base the creation of a code of conduct to ensure the continuous development of Azerbaijan Technical University, the preservation of academic traditions, and the strengthening of its position in Azerbaijan and also globally. The code of conduct defines the model of behavior and the system of relations between university employees and students in the educational process.

One of the main missions of our university is to carry out educational and academic research activities with high standards of professional and ethical behavior, and to create a respectful and supportive environment. Each member of the university staff respects their colleagues regardless of gender, age, nationality or any other criteria.

With this policy, we align staff and students with shared values, standards of conduct, principles, approaches and moral guidelines to achieve the mission of the university.

The Code of Conduct applies to all staff, faculty and students. It is designed to develop skills such as ethical values and standards of behavior, ensure the quality of education and prepare students for the future as responsible, active citizens, highly qualified professionals. Regardless of their position, each employee aims to benefit society: a student, a graduate, a teacher, a researcher, a manager, etc.

Each student studying at AzTU, as a fully functional person, makes decisions regarding the conduct of education on the basis of his own will within the framework of the legislation and is directly responsible for the results of his actions.

The objectives of the code of conduct policy:

- Determination of ethical rules and norms of behavior within the university collective;
- Increasing the personal responsibility of students and employees to fulfill their duties and roles in the implementation of the university's mission;
- Determination of ethical standards in relations with structures outside the university;
- To contribute to the formation of a healthy psychological climate in the university, to increase the efficiency of students and employees;
- Increasing the reputation of the university in the educational community. Based on these objectives, we can define the principles of the code of conduct:
- Respect for diversity: Promoting respect for differences in culture, opinions, beliefs, genders, races and other characteristics;
- Integrity: Prohibition of plagiarism, cheating in exams and other activities that violate academic integrity;
- Compliance with laws and regulations: obligation to comply with laws and internal regulations of the university;
- Responsibility: responsible behavior and trying to resolve conflicts;
- Support of Ethics and Professionalism Principles: Continuity of high ethical and professional behavior standards;
- Collaboration and learning: promoting collaboration, knowledge and experience exchange among university staff;

- Protection of rights and freedoms: Ensuring the protection of rights and freedoms of all members of the University.

In addition to the ethical behavior of students, compliance with the principles and duties of employees directly depends on the business reputation of AzTU. The Code regulates the activities of those working in the administrative and academic structure, the interaction with other employees and students, and our behavior in relation to the university and society as a whole. The policy acts as a guide for staff and students, promoting a positive organizational culture. It helps to build trust both in the internal and external environment of the university.

We, as Azerbaijan Technical University, consider it our duty to maintain the status of the university, realizing our role in the realization of our goals and tasks in training highly qualified, highly moral specialists. We are one of the leading educational institutions in the technical field, trying to protect and develop the corporate culture of the university community. Based on generally accepted moral values, we accept the code of conduct of Azerbaijan Technical University, protect justice and undertake to comply with its provisions.

Each university may have its own code of conduct that reflects its values, mission and characteristics. Therefore, we try to provide the most favorable conditions for the development of all members of our team by getting acquainted with the special rules and policies of our university, sharing common values.

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.

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 the policy will remain in full force and effect until the adoption of new version.