

Honour Code
for the Undergraduate Students
at the University of Colombo School of Computing, Sri Lanka.

Acronyms:

- UCSC : University of Colombo School of Computing, Sri Lanka.
UGC : University Grants Commission of Sri Lanka

A. Purpose of Honour Code:

Honesty and integrity serve as the foundation of academic and research standards of university degree programmes. Thus, the undergraduate scholars are expected to maintain the Honour Code during and after the studentship at UCSC. The Honour code consists of aspects including academic-integrity, examination rules and regulations, proper scholarly behaviour, and the responsibilities as a scholar, a citizen of Sri Lanka, and an ambassador representing the UCSC. The Honour Code promotes fairness among scholars, maintenance of international academic and research standards, ethical conduct, and compliance with Sri Lanka's lawsuit. The UCSC emphasizes the capacity in her scholars to become globally recognized professionals by enhancing their intellectual capabilities while necessarily abiding by the values and spirit of the Honour Code.

B. Academic Integrity:

Students, individually as well as collectively,

1. Conform to rules and regulations relating to examinations, assignments, academic and research projects.
2. Avoid obtaining unlawful/illegitimate/illicit aid during examinations, assignments held during classes ("In-class Assignments"), assignments to be completed outside the official hours ("Take-home Assignments"), Open-book assignments, individual and group projects that may or may not include *viva*, presentations, or any other academic activities unless the teacher/lecturer explicitly grants permission.

3. Not share the answers, reports, hints either physically, verbally, digitally (by posting in Internet/networks, social media, sharing or handing over photographs of answers, questions, or subject matter), or any other means of communication such as gestures, sign language etc., in order to maintain the Academic Integrity, unless the teacher/lecturer explicitly grants permission.
4. Avoid obtaining, consulting, and providing fraudulent services such as “(professional) thesis/report/assignment writers” for monetary or other purposes.
5. Avoid digital misconduct and *cyber-crimes* such as accessing the content of own or others without proper authorization and provision, promotion and facilitation of online misconduct.
6. Not take-part in any action that dishonestly improves the own results and/or improves or decrease the results of peer scholars.

C. Violations of Honour Code

Exemplar violations of Honour Code include, but not limited to, the following:

1. Copying full or part of the answer/paper/assignments/reports/presentation or any other graded component.
2. Handing over, permitting, disclosing, allowing to look or gaze at an answer sheet owned by the scholar or someone else.
3. Using electronic devices during examination, assignments, or any activity related to grading, unless formally granted permission by an explicit statement.
4. Plagiarism as detected by software or a manual inspection by the authorities/teacher/lecturer.
5. Exposing questions from question banks which are expected to be kept secret from other scholars or outside persons and entities.
6. Altering another student’s answer/paper/assignments/reports/presentation partially or entirely and attempting or conducting a new submission as verified by teacher/lecturer/authorities or any external evaluator appointed by the Director of UCSC.
7. Submitting another student’s answer as a new submission.
8. Obtaining a paid thesis/assignment/report writing service.
9. All types of **collusion**, such as planning and obtaining banned support for take-home assignments against the set ethics, rules, and regulations as a group or individually.

10. Sharing answers via email/social media/photography or other sorts of communication.
11. Altering answers of another person or publicly available (e.g. web content) via online services or software to produce seemingly new answers as a way of cheating.
12. False declaration on online documents such as misleading information, receipts/bills for reimbursements with the intent of financial gain.
13. Unauthorized access to another person's office, cupboards, documents, computers, software systems, and similar content or entities.
14. Efforts of endangering another person, including another scholar, university staff, or a third party, either speaking or acting in a threatening manner or causing physical harm, either directly or indirectly.
15. Not following the referencing styles.
16. Submitting copies of answers of previous year students', a student from another university, and/or submitted to another class.
17. Copying concepts, ideas, experimental results, and input data without citing the sources and authors.
18. As a fraudulent action, publishing or attempting to publish research articles written by others or based on research conducted by others
19. Unless formally informed to and granted permission **by the project/course co-ordinator and the main-supervisor**, getting a part of or the full software/hardware system implemented/designed/coded by another person for an individual project; by people outside the group in a group project.
20. Fabrication/falsification of data or results, illicit/unethical exclusion of part of data/results.
21. Hiding research papers intentionally or not citing the related works intentionally to avoid criticism on novelty or other aspects of the student's research/project.
22. Publishing research articles in predatory journals/conferences.

D. Penalties of Violating Honour Code

By-laws of the University of Colombo and UCSC define the sanctions, penalties, jurisdiction, and provisions. Exemplar punishments may include but not limited to, the following:

1. Termination of studentship at the UCSC.
2. Withholding the graduation, awards, or any academic or extra-curricular or co-curricular achievements relating to the University of Colombo or UCSC.
3. Granting zero marks for the examination paper or the assignment.
4. Reporting to the relevant authorities which may or may not follow an official hearing.
5. Issuance of a letter that will be recorded in the student's profile maintained at the UCSC.
6. Legal action.
7. Additional punishments and actions on a case-by-case basis.

E. Discipline

In order to maintain the good name of the University of Colombo School of Computing, students are advised to adhere to the following guidelines:

1. While respecting the freedom of students as citizens and intellects, a student is kindly requested and encouraged to be appropriately attired in such a way that benefits the status of the University of Colombo School of Computing and the relevant parties of the occasion.
2. Students should not act in a matter that harms the reputation and dignity of (a) member(s) relating to the University of Colombo such as a fellow student, a staff member, a visitor, or a third party.
3. Students must abide by law and order of the Democratic Socialist Republic of Sri Lanka. A student should not harm the reputation to the University of Colombo via illegal-actions/crimes or any sort as restricted by law and order of the Democratic Socialist Republic of Sri Lanka.

4. Any Student/Person who commits or participates in ragging or violates the prohibition of Ragging and other forms of violence in Educational Institutions Act No. 20 of 1998, within or outside of the UCSC shall be guilty of an offence under this Act. Every student should adhere to the UGC circular No. 919, which was issued in 2010 to introduce some guidelines to curb the menace of Ragging in Universities.

5. It is emphasized that many of the offences listed under the Educational Institutions Act No. 20 of 1998 are unbailable and liable to rigorous imprisonment up to ten (10) years. It is also possible that a student if found guilty under the provisions of this Educational Institutions Act No. 20 of 1998 could be expelled from the UCSC and also liable to pay compensation for any damage to property or injuries caused on the victims.

6. The students should sign a declaration stating that they shall not imitate, abet, perform, or participate in any form of ragging or violence inside or outside the UCSC premises during the period of their registration at the UCSC.

7. A student/graduate of University of Colombo School of Computing is expected to become an exemplar citizen in all situations which will maintain and promote the reputation and good name of the UCSC.

8. Speaking or acting in a threatening manner, causing physical harm/injuries are prohibited; This includes, but not limited to: causing damage to either a physical entity (e.g. buildings, laboratory/library facilities.) or hurting/causing bodily injuries to (a) member(s) relating to the University of Colombo such as fellow students, staff members, a visitor, or a third-party.

F. Changing the Honour Code

Honour Code mentioned in this document is subject to change, be revised, upheld the lines by the Director of the UCSC and relevant authorities.

Affidavit of Honour Code

I
with the index number enrolled to UCSC as an
undergraduate student pledge that,

1. I will be honest in my academic, research, and other activities related to the UCSC.
2. I will adhere to the guidelines and values in Honour Code mentioned here and UCSC website, subject to any modifications in future.
3. I have carefully read and fully understood the law prohibiting ragging referred in the prohibition of ragging and other forms of violence in Educational Institutes Act No. 20 of 1998 and the commission circular No 919 of 15.01.2010. I hereby understand that,
 - i. I will not indulge in any behaviour or act that may come under the deflation of Ragging.
 - ii. I will not participate in or abate or propagate ragging in any form.
 - iii. I will not hurt anyone physically or psychologically or cause any other harm.
 - iv. I hereby agree that if found guilty of any form of ragging, I may be punished as per the law enforced and by laws of the University of Colombo.
4. I will act according to the Honour Code, Rule of Law, Rules and Regulations, and maintain the good name of the UCSC.

Date:

(Signature of the Scholar)