



## Willy Brandt School of Public Policy at the University of Erfurt

# M.P.P. Academic Code of Honor

as of September 2025

### Preamble

Dedicated to maintaining highest academic standards and providing an atmosphere conducive to study and research, the Willy Brandt School of Public Policy (Brandt School) has created this Academic Code of Honor. By setting standards for academic conduct and making the consequences of any violations to these standards transparent, the Brandt School strives to prevent any misconceptions among students, faculty and staff.

The Academic Code of Honor is based on the General Examination Regulations for Master's Degree Programs at the University of Erfurt (esp. Section 14, paragraph 3)<sup>1</sup> and in accordance with further regulations of the University of Erfurt<sup>2</sup>. It applies to all students enrolled in courses of the Master of Public Policy program.

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<sup>1</sup> See: <https://www.uni-erfurt.de/en/brandtschool/studies/current-students/rules-regulations>

<sup>2</sup> In particular "*Gemeinsame Festlegungen des Senatsausschusses für Studium und Lehre und der Prüfungsausschüsse der Universität Erfurt zum Umgang mit schwerwiegenden Fällen von Täuschungsversuchen im Studium*" ([Link](#)).

## **Academic Code of Honor**

### **Academic Dishonesty**

Academic dishonesty is defined as, but not limited to any of the following acts:

#### **I. Cheating**

- a. Copying from another student's paper during an examination;
- b. Allowing another student to copy from one's paper during an examination;
- c. Using prohibited unauthorized materials, information, or study aids in any academic exercise or examination. This explicitly includes the unacknowledged and/or unauthorized use of digital tools using artificial intelligence or machine learning (AI) and/or Large-Language Models (LLMs).

#### **II. Plagiarism**

Plagiarism is using someone else's words, ideas, or data as if they were one's own and/or without making adequate reference to the source. This includes representing as one's own, parts of, or an entire work, produced by someone else – either verbatim or paraphrased. Crucially, plagiarism is not an assessment of intent, but of an academic performance.

#### **III. Fabrication of data**

The fabrication of data refers to creating false information, inventing the collection of primary data or knowingly providing false information.

#### **IV. Multiple submissions**

It is not permitted to submit any deliverable, already submitted in one course/examination, in identical or similar form, to fulfill the

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requirements of a second course/examination, without both examiners' knowledge and consent and without adequate references.

### **V. Facilitating academic dishonesty**

This refers to knowingly helping another student to commit an act of academic dishonesty (e.g. cheating, fabrication of data, plagiarism, multiple submissions).

### **Procedure and Penalties**

In case of lesser shortcomings in academic standards (e.g. referencing) your work will be downgraded or failed. Your lecturer and/or academic mentor may call you in for a meeting to discuss the shortcomings.

In case of a first severe act of academic dishonesty, the course/examination will be graded as failed (grade "5.0"). The reason for failing (e.g. "plagiarism") will be noted when submitting the grade. A note will be made in the student's file with department *Studium und Lehre* (registrar's department). *Studium und Lehre* notifies the Examinations Committee, which issues an official notification including information on legal remedies available (the right to appeal). In the official notification, the Committee confirms the violation, excludes the student from a re-take and informs the student of the ultimate consequences of a second case of severe academic dishonesty (see below).

In case of a repeated severe violation of the Academic Code of Honor, the Examinations Committee carefully considers the case and invites the student for a hearing. If the Committee confirms the repeated severe violation, it issues an official notification. The student will be excluded

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from all further examinations within the M.P.P. program, de-registered as a student and thus permanently loses the chance to successfully graduate from the MPP.

### **Signing of the Code of Honor**

All incoming students are required to sign the following page “Academic Code of Honor Student Declaration”, after being informed about the Code of Honor. The signed page is to be returned to Brandt School and added to the student’s file, while the four text pages are for the student to keep.



## **Academic Code of Honor**

### **Student Declaration**

I hereby commit myself to uphold the Academic Code of Honor of the Willy Brandt School of Public Policy.

This policy includes refraining from any act of academic dishonesty, such as:

- Copying from another student's paper or allowing another student to copy from my paper;
- Using prohibited study aids, incl. unauthorized and unacknowledged use of AI-tools and LLMs;
- Resubmitting (parts of) a paper without reference, the instructors' knowledge and consent;
- Plagiarism;
- Fabrication of data;
- Facilitating academic dishonesty.

I also confirm that I am aware of the consequences that will be imposed in the event of violations.

Full name (in block letters): \_\_\_\_\_

Place and date: \_\_\_\_\_

Signature: \_\_\_\_\_