



CLABE Student Code of Conduct

Preamble

The Bachelor in Business and Economics (CLABE) is a three-year, English-taught programme that prepares students to work ethically and effectively in international and multicultural settings. It welcomes students from diverse backgrounds and fosters a community committed to responsible management, inclusion, and academic excellence. Throughout their studies, students cultivate the ability to diagnose and manage the core functions of modern organizations while developing a sound understanding of the global economy and its impact on business decisions. They are trained to think analytically, evaluate data critically, and make decisions based on both quantitative and qualitative insights. They are encouraged to develop a strong awareness of ethical and legal dimensions in business practices and to integrate digital technologies to enhance innovation, efficiency, and sustainability. This Student Code of Conduct is inspired by the University of Bologna's Code of Ethics and Conduct and reflects CLABE's commitment to academic integrity, social responsibility, and a genuine commitment to socially responsible and globally conscious leadership.

1. The Spirit of the CLABE Community

Being part of the CLABE community means embracing values that define responsible learning and professional behaviour. Integrity, respect, fairness, accountability, and openness to diversity guide every student's journey. Students are expected to act honestly, treat others with dignity, engage respectfully in debate, and care for the environment and university resources. These values are not abstract principles—they shape daily interactions, group projects, classroom discussions, and the public image of the University.

2. Academic Integrity and Ethical Learning

Academic honesty is the cornerstone of CLABE's reputation. Students must complete assignments, exams, and projects truthfully and independently. Cheating, plagiarism, or misrepresenting others' work as one's own undermines the learning community. During examinations, students must follow the rules established by instructors, avoiding any unauthorized material or communication.

Group work is central to CLABE's collaborative spirit. Each student must contribute fairly, respect differing opinions, and ensure that every member's work is acknowledged. Constructive communication, timely participation, and ethical resolution of disagreements are key to successful collaboration.

Students are encouraged to engage with new technologies responsibly. Artificial Intelligence (AI) tools can be valuable for research and learning but must be used ethically. **AI-generated content**

may only be included when expressly permitted by instructors and must always be disclosed. Students remain responsible for verifying the accuracy, originality, and academic integrity of any work assisted by AI. Misuse of AI, including automated writing or analysis presented as personal work, is a form of academic misconduct.

When **using data** or conducting research, students must respect confidentiality, cite sources properly, and avoid fabricating or falsifying results. All intellectual property must be acknowledged and handled with transparency.

3. Respect, Inclusion, and Well-being

CLABE thrives on diversity. Every student has the right to learn and participate in an environment **free from discrimination, harassment, or intimidation**. Disrespectful or hostile behaviour—whether verbal, physical, or digital—contradicts the University's values and will not be tolerated. Students are expected to foster a classroom atmosphere where everyone feels heard and valued.

Cultural diversity is one of CLABE's greatest strengths. Students should remain open-minded toward different perspectives and communication styles, using English respectfully as the shared academic language. Inclusivity also extends to accessibility: students should support peers facing linguistic, cultural, or physical challenges.

In class, professionalism includes punctuality, active listening, and courteous interaction with teachers and peers. Respect for facilities, equipment, and study spaces contributes to a positive and productive learning environment.

4. Digital Citizenship and Communication

Digital tools are essential to CLABE's international learning community, and students must **use them responsibly**. University systems, online platforms, and shared resources are intended for academic use. Passwords and personal data must be protected, and University communications should be handled with professionalism.

On social media, students represent themselves and indirectly the University. Posts and online discussions should remain respectful, factual, and free of offensive or discriminatory content. Sharing confidential course materials or others' personal information is prohibited. Students identifying as part of the University of Bologna should ensure that their public content reflects positively on the institution.

Emails and digital correspondence with faculty and staff should be clear, polite, and professional. Messages must include the student's name, degree programme, and purpose of communication. Respect for boundaries and response times is part of academic etiquette.

5. Responsibility, Sustainability, and Ethical Engagement

CLABE promotes an education rooted in ethical, social, and environmental responsibility (ERS). Students are encouraged to act according to ERS principles by considering the impact of their academic and personal choices on society and the planet. This includes **reducing waste, using resources responsibly**, and supporting projects that promote inclusion and sustainability.

Social responsibility also means treating others with empathy and fairness, contributing positively to group dynamics, and participating in community initiatives. Ethical reflection should guide decision-making not only in studies but also in future professional activities.

Students engaged in representative or volunteer roles must uphold transparency, honesty, and commitment to the collective well-being of the CLABE community.

6. Misconduct, Reporting, and Sanctions

All members of the CLABE community share responsibility for maintaining an ethical environment. Students who experience or witness violations of this Code should report them to the Course Director (chiara.orsingher@unibo.it), the Student Ombudsman (<https://www.unibo.it/en/university/organisation-and-campuses/university-governing-bodies/student-ombudsman>), or Confidential Counsellor (<https://www.unibo.it/en/university/organisation-and-campuses/confidential-counsellor>). Reports are treated confidentially and evaluated impartially.

Depending on the nature and severity of the violation, disciplinary measures may include a verbal or written warning, annulment of exam results, temporary suspension from classes or facilities, or, in severe cases, expulsion under University regulations. The objective of these measures is educational: to restore trust, accountability, and fairness within the community.

Students have the right to appeal disciplinary decisions according to University procedures. Guidance and confidential advice are available at all stages of the process.

7. Commitment to the CLABE Community

Joining CLABE means joining a global community built on knowledge, ethics, and respect. By signing up for this programme, every student agrees to uphold these principles and to act as an ambassador of the University's values. Integrity, responsibility, and inclusiveness are not only expectations, but essential qualities of future leaders shaped at the University of Bologna.