



Beni-Suef University

Charter of Ethics

Comprehensive Policy for Faculty, Students, and Staff

[1] Preamble

Beni-Suef University (BSU) is dedicated to fostering a culture of **integrity, accountability, and excellence** in alignment with Egypt's national goals and global academic standards. This Charter defines the ethical obligations of all university members—students, faculty, and staff—to ensure a respectful, transparent, and productive academic environment.

Scope: Applies to all BSU campuses, affiliated institutions, and off-campus activities involving university representation.

[2] Core Ethical Principles

All members of BSU must adhere to:

- **Integrity:** Honesty in academic, professional, and personal conduct.
- **Respect:** Fair treatment regardless of gender, religion, or background.
- **Accountability:** Transparency in decision-making and resource use.
- **Social Responsibility:** Contributing to sustainable development and community welfare.

[3] Ethical Charter for Students

[3.1] Student Rights

Students are entitled to:

- Quality education with access to updated curricula and facilities.
- Fair and impartial evaluation (e.g., timely grade reviews, exam transparency).
- Privacy of personal data (e.g., protection of academic records).
- Freedom of expression within legal and ethical bounds.

[3.2] Student Responsibilities

- Attend lectures and complete assignments diligently.



- Avoid plagiarism or cheating (see **Penalties** below).
- Respect university property and report damages.
- Uphold BSU's reputation in public engagements.

[3.3] Prohibited Conduct & Disciplinary Actions

Violation	Penalty
<i>Cheating in exams</i>	Exam annulment + suspension (1 semester)
<i>Vandalism</i>	Fines + community service
<i>Harassment</i>	Suspension or expulsion
<i>Fraudulent documentation</i>	Legal action + permanent dismissal

Based on **Egyptian Universities Organization Law No. 49/1972**, Articles 123–129.

[3.4] Grievance Procedures

Students may appeal penalties by:

1. Submitting a written appeal to the **Student Affairs Office** within 15 days.
2. Escalating unresolved cases to the **University Disciplinary Council**.

[4] Ethical Charter for Faculty Members

[4.1] Teaching & Mentorship Ethics

- **Curriculum Delivery:** Provide syllabi, office hours, and fair grading rubrics.
- **Mentorship:** Guide students without discrimination (e.g., no favoritism).
- **Private Lessons:** Strictly prohibited to prevent conflicts of interest.

[4.1] Research Integrity

- **Originality:** Cite sources; no data fabrication.
- **Safety:** Protect human/animal subjects in experiments.
- **Collaboration:** Credit all contributors in publications.

[4.1] Professional Conduct

- **Gifts/Donations:** Must be disclosed and approved by the **Ethics Committee**.
- **Conflicts of Interest:** Avoid roles in external organizations that compromise BSU's interests.



[5] Ethical Charter for Administrative & Technical Staff

[5.1] Workplace Standards

- **Confidentiality:** Secure sensitive data (e.g., student records, financial documents).
- **Procurement:** Follow **Egyptian Tender Law No. 89/1998** for transparency.
- **Equal Opportunity:** No discrimination in hiring/promotions.

[5.2] Role-Specific Guidelines

- **Lab Technicians:** Maintain equipment logs and safety protocols.
- **PR Staff:** Represent BSU professionally in media/public events.

[6] Implementation & Enforcement

[6.1] Training & Awareness

- Mandatory annual workshops on ethics for all members.
- Online resources via **BSU's Ethics Portal** (www.bsu.edu.eg/ethics).

[6.2] Reporting Violations

- Email: ethics@bsu.edu.eg.

[6.3] Disciplinary Process

1. **Investigation:** By a designated committee.
2. **Hearing:** Opportunity for the accused to respond.
3. **Resolution:** Ranging from warnings to termination, per BSU bylaws.

Approved by: Office of the University President / Supreme Council

Effective Date: 26.10.2022

Policy Contact: Legal Affairs Office | info@bsu.edu.eg | www.bsu.edu.eg

قرارات مجلس جامعة بني سويف رقم (٢١٤) بتاريخ ٢٦/١٠/٢٠٢٢م



أمانة المجالس واللجان

رقم الموضوع : ()

الجهة الصادر لها :

الموضوع :

الخطاب الوارد من مركز تطوير الاداء الجامعي بشأن طلب الموافقة على مناقشة واعتماد توصيات وسياسات جامعة بني سويف لتحقيق اهداف التنمية المستدامة مع التوصية بتضمينها بالخطة الاستراتيجية للجامعة وذلك على النحو المعروض .

القرار

وافق المجلس



يعتمد ...
رئيس الجامعة - رئيس المجلس

أ.د/ منصور حسن

أمين عام الجامعة - أمين المجلس

