



Fraud Regulations (Pre-)Master's Programmes

*Enacted by the Examination Committee Master Programmes PThU on June 20, 2023.
Version: 20230901.*

Article 1 – General Regulations

- 1.1 The Fraud Regulations (from here: regulations) apply to the initial (pre-)master programmes established in the Protestant Theological University (PThU)
- 1.2 The regulations are enacted by the Examination Committee Master Programmes PThU (from here: EC); in accordance with what has been determined in the Act on Higher Education and Academic Research (WHW in Dutch), article 7.12b, sub 2 and 3.
- 1.3 Where these regulations mention he/him, she/her are supposed to be included.

Article 2 – Fraud

- 2.1 By fraud is understood any action or negligence of a student that purports to obstruct arriving at a correct assessment of his knowledge, insight and skills, either in whole or in part.
- 2.2 The following types of conduct will at any rate be considered as fraud. This expressly does not exclude other types of conduct which may be characterised as fraud. It concerns:
 - a. not following the instructions of the examiner or the invigilator assigned by him;
 - b. acting contrary to the instructions of the test or these regulations;
 - c. having at one's disposal during a test books, syllabi, notes or other documents or articles such as electronic devices for communication of which consultation or use has not been expressly allowed.
 - d. having with him in any way any type of communication device (N.B. the mere fact that these devices can be consulted suffices for the establishment of fraud);
 - e. during a test or exam copying from fellow students or exchanging any information with them, whether in the examination room or outside;
 - f. to exchange the question and/or answering forms or to exchange them with others;
 - g. obtaining questions or assignments of the test or exam in question prior to the test or exam;
 - h. making changes in the results of the test or exam after the time has elapsed and/or after the papers have been handed in;
 - i. to assume someone else's identity during a test or exam or to have another person instead of the student take the test or exam;
 - j. manipulation or incorrect presentation of research results in carrying out (graduation) research, with the intention to mislead, e.g. by 1) distorting research data, making them up or rendering them irresponsibly selectively; 2) purposely distorting and rendering points of view, interpretations and conclusions of others;
 - k. facilitating fraud of fellow students or encouraging them to fraud;
 - l. registering for or taking part in a test for which the student has been banned by the EC on the basis of fraud.
- 2.3 By fraud is also understood the submission of false documents in requesting exemptions within the curriculum, requesting diplomas or registering for a test.

Article 3 – Plagiarism

- 3.1 Plagiarism is a type of fraud.
- 3.2 The following is listed as plagiarism under all circumstances. This expressly does not exclude other facts or acts that may be considered as plagiarism. It concerns:



- a. using or copying texts, data or thoughts of others without full and correct reference to sources;
 - b. not indicating clearly in the text, e.g. by quotation marks or a particular layout, that text has been copied literally from another author, even if correct source references have been included;
 - c. paraphrasing the content of texts of others without sufficient source references;
 - d. adopting work of fellow students and passing this on as one's own work;
 - e. submitting assignments obtained from a commercial institution or written by someone else (whether on a paid or non-paid basis).
 - f. adopting work generated by ChatGPT or any other AI-tool and passing this on as one's own work.
- 3.3 Examiners are always obliged to check papers, essays and mastertheses for plagiarism, at least by using the designated detection programme (i.e. submitting papers via Ephorus/Turnitin/SimCheck...).
- 3.4 By submitting his text the student gives permission to include the text in the database of the detection programme concerned.

Article 4 – Procedure

- 4.1 In principle the following applies to all types of testing, even if the rules have been written for a specific type of testing in first instance.
- 4.2 If an examiner or invigilator assigned by him establishes or strongly suspects fraud, he files a written report of what has happened and makes this available to the EC. If applicable he adds material as evidence.
- 4.3 The EC informs the student in writing of the notification and the report in question.
- 4.4 In case of the aforementioned establishment or strong suspicion of fraud, the student is given the opportunity to finish the test. However, the student is not allowed to take part in resits for the same test during the period when the fraud procedure applies.
- 4.5 The EC hears the student on the alleged fraud within two weeks after the fraud has been reported to the EC. The student may be supported by an intercessor.
- 4.6 The EC may hear additional persons who are able to provide relevant information on the alleged fraud.
- 4.7 The EC may assign a subcommittee with the hearing of the student concerned and the additional persons.
- 4.8 The EC decides within four weeks on the basis of the documentation and if possible on the information that the student has provided during the hearing, if fraud has been committed.
- 4.9 The EC may exceed the aforementioned terms by maximally four weeks. If the EC resorts to this right, the student in question is informed in writing.
- 4.10 If the EC has arrived at the conclusion that fraud has been established, it imposes one or more sanctions.
- 4.11 Recidivist behaviour justifies a more far-reaching type of sanction than would otherwise have been imposed.
- 4.12 The EC may decide to give the student a serious warning.
- 4.13 The EC may sanction the established fraud by declaring the test to which the fraud applies void.
- 4.14 The EC may moreover exclude the student from one or more tests, for a period of maximally one year.
- 4.15 Apart from imposing one or more of the sanctions mentioned in 4.12, 4.13, and 4.14, the EC may impose an extra study assignment in the field of academic research skills of up to 5 ECTS.
- 4.16 The EC does not grant the student an exemption on the basis of a test taken at another institution of university education during the period when the student was excluded from taking part in a comparable test at the PThU.



- 4.17 The EC establishes on the basis of type, seriousness, scale and/or degree of malintent of the fraudulent act(s) if serious fraud is at stake. Indications for establishing serious fraud are:
 - a. recidive of fraud;
 - b. forms of fraud with implications that exceed the sphere of the fraudulent student, especially in the sense of article 2.2 sub k above;
 - c. the types of fraudulent conduct delineated above in articles 2.2 sub i, 2.2 sub j, 2.2 sub l, 2.3, and 3.2 sub e;
 - d. forms of fraud associated with the committing of criminal offences that may give cause to the filing of a complaint with the competent authorities.
- 4.18 The EC may:
 - a. if fraud or serious fraud is established, propose to the Executive Board to exclude the student from participation in the Research Programme of the PThU;
 - b. if serious fraud is established, propose to the Executive Board to terminate the registration of the student definitely.
- 4.19 If plagiarism is discovered in any submitted work, the EC may decide to examine other work submitted before by the same student(s) as well.
- 4.20 The EC informs the student in writing within two weeks after having made its decision.
- 4.21 The student may appeal the decision of the EC with the Board of Appeal for the Examinations, taking into consideration the regulations that apply to this Board.
- 4.22 In special cases, in which these regulations relating to fraud do not provide, the EC decides, taking into consideration the principles of a proper procedure.
- 4.23 These regulations come into effect on September 1, 2023, with simultaneous withdrawal of earlier versions. These regulations may be referred to as 'Fraud Regulations (Pre-)Master Programmes PThU 20230901' (Dutch: 'Regeling Fraude (pre-)masteropleidingen PThU 20230901').