



**EAST BRIDGE  
UNIVERSITY**  
PARIS, FRANCE

## **Malpractice and Maladministration Policy**

We at East Bridge University take the issues of plagiarism, malpractice, and maladministration very seriously. This policy has been taken up by us to make both our students and staff members aware of these issues and how to handle them.

### **1. Purpose of The Policy**

The purpose of this policy was to develop a standardized approach in dealing with malpractice and maladministration applicable to both the students and the staff members.

### **2. Aim of The Policy**

The malpractice and maladministration hope to achieve the following aims:

- To identify and minimize any kinds of malpractices or maladministration by students and staff.
- To take prompt action against incidents of malpractice or maladministration.
- To maintain a record of the details of the incidents that will ensure openness and fairness.
- To decide appropriate penalties or sanctions for the staff members or students involved in the malpractice or maladministration incident.
- To protect the integrity and reputation of the organization as well as the services and the course offered by us.

### **3. Our Maladministration Policy**

Maladministration refers to administration actions that are unlawful, arbitrary, or unjust, and/or are taken for improper purposes that adversely affect someone's interests. These actions might include:

- Bias
- Neglect
- Incompetency
- Rudeness
- Refusal to answer reasonable questions
- Providing advice that is inadequate or misleading
- Failing to monitor compliance with adequate procedures

#### **4. Our Malpractice Policy**

Malpractice policy, aimed at our students and staff members, ensures that they are aware of the malpractice rules and regulations of the institution and are aware of the procedures to report any cases of suspected or actual malpractice. Deliberate actions and practices that threaten the integrity of East Bridge University and its services are deemed as malpractice.

- **Staff Malpractice:**

Staff Malpractice refers to those deliberate or neglectful acts that undermine the integrity and credibility of the institution and the authority of those responsible for conducting academic and administrative processes.

These acts may include -

- Failure to adhere to the rules and regulations of the organization
- Actions required to be taken as per external auditor not being done within the stipulated timeline
- Failure to carry out delivery and assessment following course requirements.
- Failure to adhere to course delivery and certification procedures
- Issuing fraudulent certificates
- Forgery of evidence
- Breach of Confidentiality
- Improper storage of assessment materials

#### **Student Malpractice:**

Student malpractice is any activity by the student that threatens the integrity of the organization or any action that can lead to the undermining of the validity of the student's work because of plagiarism, collusion, cheating, etc.

These acts may include -

- Plagiarism of any kind
- Collaborative work with other course members submitted as individual work
- Deliberately ruining someone else's work

- Fabrication of results or evidence
- Pretending to be someone else, producing the work of another, or taking someone else's place in the examination
- Inappropriate behavior during assessments
- Including inappropriate, offensive, discriminatory, or obscene material in course assignments
- Submitting frivolous content that is unrelated to the coursework



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