

Charles University, Faculty of Medicine in Hradec Králové

Dean's Directive No. 11/2025

Ref. No. UKLFHK/524718/2025

Title: **Binding Procedure for Handling Fraudulent Conduct by Students**

Force and effect: on the date of execution by the Dean

Article 1

Introductory Provisions

1. The present directive sets out the binding procedure for handling cases in which fraudulent or other unfair conduct by a student is found in relation to the assessment of a subject.
2. The directive is binding on all departments of the Faculty which assess study.

Article 2

Procedure for Handling Fraudulent Conduct

1. If it is found that a student breached the rules set out for the assessment of study during the assessment of a subject or in relation thereto, a report on the fraudulent conduct is made immediately.
2. The guarantor of the subject in relation to which fraudulent conduct was found notifies the head of the respective department, who discusses the breach with the student and notifies the Vice-Dean responsible for the given study.
3. If the student concerned breached the rules in a similar manner for the first time, the Vice-Dean responsible for the given study considers the following steps with regard to, without limitation, the seriousness of the breach:
 - a) Hearing of the student before the Vice-Dean responsible for the given study;
 - b) Submission of a motion to commence disciplinary proceedings under the Disciplinary code for Students of Charles University and the Disciplinary Code for Students of the Faculty of Medicine of Charles University in Hradec Králové.
4. If the student concerned has already breached the rules in a similar manner in the course of his or her study at the Faculty of Medicine in Hradec Králové, the Vice-Dean responsible for the given study submits a motion to commence disciplinary proceedings under the Disciplinary Code for Students of Charles University and the Disciplinary Code for Students of the Faculty of Medicine of Charles University in Hradec Králové.

Hradec Králové, 26 August 2025

prof. MUDr. Jiří Mandřák, Ph.D.
Dean