

Pázmány Péter Catholic University
Faculty of Information Technology and
Bionics



STUDENT CODE OF CONDUCT

8 April 2021

Created by	Dean's Office, Faculty Quality Assurance Committee, Doctoral School	
Approved by	20 April 2021	Student Union, Dean
Adopted by	20 April 2021	Faculty Council, Decision number: 11/2021/IV. 20.
Effective from	1 May 2021	

The Faculty of Information Technology and Bionics of Pázmány Péter Catholic University (hereinafter referred to as the Faculty) establishes the following code of conduct for its students.

Part I General Provisions

Purpose and Structure of the Regulations

Section 1: The purpose of these regulations is to define the rules, rights, and sanctions applicable to students present in the buildings of the Faculty.

Scope of the Regulations

Section 2: These regulations shall apply to all students of the Faculty who are engaged in activities within the Faculty.

Related Regulations

Section 3: Individuals entering the buildings of the University and the Faculty are required to behave in a manner consistent with the University's spirit and to adhere to University and Faculty regulations, including but not limited to:

- a) University Mission Statement;
- b) Access Control System Regulations;
- c) Laboratory Operations and Regulations;
- d) Fire Safety Regulations.

Regulations for External Educational Locations

Section 4: The central building of the Faculty is located at Práter u. 50/a. In addition, teaching and research practices take place in the Faculty's facilities located at Esztergom, Majer István u. 1-3, as well as in several external laboratories. At these external educational and research locations, the rules and expectations of the institution maintaining the laboratory or premises must be followed. Compliance with these external regulations is as mandatory as adherence to those pertaining to the central building of the Faculty.

Section II General Rules for Entry and Stay in the Building

General Rules

Section 5: The "Access Control System Regulations" govern the rules for entering the

building and the use of certain restricted-access laboratories.

Section 6: For the laboratories, gym, library, and other premises, the Faculty or the person responsible for the premises is authorized to establish additional rules beyond those described herein, which must be adhered to by those present in the premises. These rules must be posted on the respective premises.

Section 7: Prohibited Activities on the Faculty Premises:

- a) All forms of gambling.
- b) Activities that disrupt educational and research work (loud noise, similar disturbances).
- c) Using mobile phones for communication purposes in educational and research rooms, as well as in the library.
- d) Eating in educational and research rooms, as well as in the library.
- e) Tea kitchens located in the building may only be used by doctoral students of the Doctoral School; they are not accessible to other students. For other students, heating facilities are available in the dining area.
- f) Entry and presence in areas designated by the Operations Department (e.g., rooftop gardens).
- g) Smoking. Designated smoking areas are located outside the building.
- h) Importing and consuming alcoholic beverages, except for events organized by the Faculty, and only after obtaining permission from the rector. (Rules for events are determined by Section 8.)
- i) Importing, consuming, selling, or giving away any psychoactive substances or drugs. It is strictly prohibited to use such substances in or around the building.
- j) Unauthorized importation of illegal software onto university premises and installation thereof on any computer.

Events

Section 8:

(1) The organizer of an event is responsible for its execution and ensuring its smooth operation to prevent disturbances.

(2) Political events and any event that violates the Fundamental Law of Hungary, human rights, or the Catholic Church are prohibited. The use of prohibited symbols is also prohibited.

(3) The procedures for notification and organization of events are determined by the "Procedure for Organizing Events" regulation.

Fire and Occupational Safety

Section 9:

(1) Compliance with fire and occupational safety rules is mandatory for everyone. Detailed rules are defined in the University/Faculty Fire Safety Regulations.

(2) Special procedures and rules for laboratories are outlined in the "Operational Procedures

and Regulations for Laboratories."

(3) In case of fire or accidents, it is mandatory to notify the Porter Service.

Property Protection

Section 10: Students are required to take care of the condition of tools and equipment used for education and research, using them as intended. In case of any damage, the lecturer or the class representative must be notified, who will report the problem to the maintenance department in the logbook at the porter's desk.

Section 11:

(1) Bringing personal equipment into the building is allowed, but the University does not take responsibility for them.

(2) Students who bring any technical equipment (except laptops and mobile phones) for educational or research purposes must request written permission from the Dean's Office in triplicate, including the identification details of the equipment (name, type, serial number, other identification data). One copy of the permission goes to the Dean's Office, one to the porter's desk, and one to the requester. The permission can be periodic or occasional. The porter's service has the right to check the equipment being taken out, and students are required to submit to such checks without delay.

Lost and Found Items

Section 12:

(1) Items found in the building must be handed over to the Security Service. Items valued over 10,000 HUF will be given to the Dean's Office for safekeeping, where the finding and its circumstances will be recorded.

(2) The disappearance or loss of personal items valued over 10,000 HUF, along with the circumstances and any incurred damages, must be reported immediately to the Porter's Service, who will document the incident and take the necessary actions.

(3) If the lost item was previously handed over to the Porter's Service, it will be returned to the owner upon verification of ownership. For items valued over 10,000 HUF, the Dean's Office will record the return.

(4) If the loss or damage occurs at an external educational site or rented space, the appropriate authority must be notified immediately. If this is not possible, those present must document the circumstances and notify the police. A copy of the report must be sent to the institution's management in documented form within 24 hours.

Part III Sanctions

Violation of the Regulations

Section 13: In the event of a violation of these regulations, depending on the severity and

frequency of the offense, the violator may face:

- a) a warning, or
- b) a penalty imposed through a disciplinary hearing (which may include a formal complaint).

Final Provisions

Section 14: Simultaneously with the entry into force of these regulations, the "Student Code of Conduct" regulations that came into effect on April 1, 2015, are hereby repealed.