

Regulations on Handling Violations in the Assessment of Graduate Courses and Training Modules at Southwest Jiaotong University

Chapter I General Provisions

Article 1 "Cultivating Morality and Nurturing Talent" is the fundamental mission and requirement of graduate student education. To firmly establish the integrity awareness of graduate students and maintain the order of graduate education and teaching at Southwest Jiaotong University (SWJTU), the regulations are formulated in accordance with the Education Law of the People's Republic of China, the Higher Education Law of the People's Republic of China, and the Regulations on the Administration of Education in Regular Institutions of Higher Education issued by the Ministry of Education, and with reference to the Punishment Measures for Violations of Regulations in State Examinations and Provisions on Disciplinary Punishment for SWJTU Students.

Article 2 The Regulations shall be applicable to all kinds of examinations and assessments organized by SWJTU for graduate students (including international graduate students) in courses and training modules.

Chapter II Graduate Course Examinations

Article 3 Anyone who fails to observe the examination discipline, does not comply with the arrangement and requirements of the examination staff, or engages in any of the following behaviors shall be determined as violating the examination discipline. For violators, the examination result of the related subject shall be canceled, and a demerit recording shall be given.

(1) Bringing items not permitted or failing to place the items brought in the designated location;

(2) Participating in an examination at any examination place, examination room, or seat not designated or without obtaining the qualification for the examination;

(3) Refusing to comply with the arrangement and requirements of the invigilators or refusing to show the graduate student ID, identity card, or other certificates;

(4) Answering questions before the start signal of the examination is given or continuing to answer questions after the end signal of the examination is given;

(5) Peeking, whispering, signaling with each other, or gesturing during the examination;

(6) Causing a disturbance, smoking, or engaging in other behaviors that disrupt the order of the examination venue or in the prohibited area;

(7) Privately borrowing or lending examination materials without the consent of the invigilators during the examination;

(8) Leaving the examination room during the examination without the consent of invigilators;

(9) Forcibly submitting the answer sheet before the prescribed time;

(10) Deliberately disassembling the pre-bound examination paper without permission;

(11) After submitting the answer sheet early, remaining in the examination room or the vicinity, conversing, and affecting the examination of others, and refusing to correct after being persuaded;

(12) Failing to place the examination papers, answer sheets (including answer cards, answer papers, etc.), and others alike in the designated location or taking them out of the examination room;

(13) Using pens or answer sheets not specified, writing personal name, student number, or other information in places other than the examination papers, or marking information on the answer sheet in other ways;

(14) After leaving the examination room, publicly disclosing content related to the examination before the examination is over, but without constituting cheating;

(15) Other violations of examination rules that do not yet constitute cheating.

Article 4 Anyone who violates the principle of fairness and justice in examinations but engages in any of the following behaviors shall be deemed to cheat. For violators, the examination results of the specific subject shall be invalid, and they shall be given academic probation punishment depending on the circumstances:

(1) Bringing communication equipment with the function of sending or receiving information to take the examination;

(2) Bringing electronic devices with storage, programming, or query functions to the examination, except for those allowed by the course teachers;

(3) Bringing materials related to the examination content to the examination, except for those allowed by the course teachers;

(4) Plagiarizing or assisting others in plagiarizing the answers to the exam questions or materials related to the examination content;

(5) Seizing and/or stealing others' examination papers and/or answer sheets or coercing others into providing convenience for one's own plagiarism;

(6) Intentionally destroying exam papers, answer sheets, or examination materials;

(7) Filling in information, such as name, student number, etc., on the answer sheet that does not match the examinee's own identity, without constituting a surrogate exam-taker behavior;

(8) Illegally obtaining the qualification and examination results through forging certificates, proofs, files, and other materials;

(9) Similar answers to examination papers of the same subject are found during marking and grading and after being reviewed by the relevant graduate student cultivation unit and confirmed to be true;

(10) Leaving the examination room with any pretext during the examination, peeking at the content related to the examination course, or communicating with others about the content during the examination;

(11) Other behaviors of obtaining or assisting others in obtaining examination questions, answers, or results by improper means.

Article 5 Anyone who conducts one of the following behaviors that disrupt the order of the examination room and the examination workplace shall be deemed to have seriously violated discipline during the examination, terminated from continuing the examination and given academic probation punishment. In serious circumstances, violators shall be given a disciplinary sanction of expulsion. Graduate students who violate the *Public Security Administration Punishments Law* shall be handled by the public security departments; where a crime is constituted, those involved will be investigated for criminal responsibility by judicial departments according to law.

(1) Intentionally disrupting the order of the examination venue, examination room, or paper marking place, and other examination workplaces;

(2) Unreasonably refusing or hindering the invigilators or examination staff from

performing their management duties;

(3) Harassing, threatening, insulting, defaming, or framing the examination staff, paper marking teachers, course teachers, or other graduate students;

(4) Having other behaviors that disrupt the management order of the examination.

Article 6 Any of the following behaviors shall be considered as serious examination cheating, and the related students shall be subject to the disciplinary sanction of expulsion:

(1) Having someone else impersonate the examinee to take the examination or taking the examination on behalf of others;

(2) Organizing a gang to commit cheating;

(3) During the examination, using communication equipment with the function of sending or receiving information, or using electronic devices with storage, programming, or query functions (except for those allowed by the course teachers) to search for, receive, send, view content related to the examination, or communicate with others about content related to the examination;

(4) Selling examination questions or answers to others for profit;

(5) Having one record of examination cheating and being punished for a second examination violation;

(6) Altering the names of others' examination papers and claiming them as one's own;

(7) Stealing examination papers or answers that have yet to be used;

(8) Other serious cheating behaviors.

Chapter III Graduate Course Assessments

Article 7 In graduate course assessments in forms, such as dissertations, reports, and others, if any of the following circumstances are found and identified, those involved shall be deemed to have committed assessment violations. Their assessment results shall be invalid, and they themselves shall be given a demerit recording or academic probation as punishment:

(1) Plagiarizing others' works through various channels, with no substantial differences in content;

(2) Two or more works for the same assessment course, along with plagiarism or assistance in plagiarism, are identified;

(3) The same work is used in the assessment of multiple courses, without substantial differences in content.

Article 8 In graduate course assessments in various forms, such as group dissertations, papers, and others, if any of the group members has plagiarized, the assessment results of the relevant part shall be considered invalid.

Chapter IV Graduate Training Module Assessments

Article 9 In assessing materials, such as reports, activity records, literature reviews, etc., for graduate training modules, if any of the following circumstances are identified, the relevant graduate students shall be deemed to have committed an assessment violation. The related assessment results shall be invalid, and violators shall be given a demerit recording, academic probation, or expulsion as punishment, depending on the circumstances:

(1) Plagiarizing or copying the achievements of others;

(2) Assisting others in plagiarism;

(3) Fabricating research data, materials, literature, or falsifying facts and creating false research results;

(4) Having someone else write or writing for someone else;

(5) Using the same assessment material in multiple training modules, with no substantial differences in content;

(6) Failing to participate in the research group seminars or complete other training modules as required by supervisors or the graduate student cultivation units and failing to correct and take actions after being warned by supervisors.

Chapter V Procedures for Handling Violations

Article 10 Procedures for Handling Assessment Violations

(1) Confirmation of disciplinary or cheating behaviors during the examination: Invigilators shall terminate the examinees' participation in the examination and ask them to wait on-site for disposal decisions and report to the relevant graduate student cultivation unit immediately. Besides, invigilators shall record the facts and processes of relevant students' disciplinary or cheating behaviors in the Graduate Examination Violation Record Form and attach evidence or circumstantial evidence materials (if

any). The Form shall be signed by at least two invigilators for confirmation. The relevant counselors shall come to the site to assist in the investigation. The students involved must make a written statement within four hours of the incident.

(2) Where students fail to participate in the research group seminars or complete other training modules as required by supervisors or the graduate student cultivation units and fail to correct and take actions after being warned by supervisors: The supervisors shall submit a report on the facts of the students' disciplinary behaviors to the relevant graduate student cultivation units. The report shall be signed by at least two relevant individuals for confirmation and attached with evidence or circumstantial evidence materials. The students involved must make a written statement within four hours of the incident.

(3) Confirmation of disciplinary or cheating behaviors found in examination papers, work reviews, or training materials: The reviewing teachers, course teachers, supervisors, or experts in the supervision group shall submit a report on the facts of the students' disciplinary or cheating behaviors to the relevant graduate student cultivation units or the Graduate School. The report shall be signed by at least two relevant individuals for confirmation and attached with evidence or circumstantial evidence materials. The students involved must make a written statement within four hours of the incident.

(4) If SWJTU is to punish any students, the proposals shall be put forward by the graduate student cultivation units where the students belong according to relevant regulations and submitted to the Graduate School for review. If the punishment proposal is "demerit recording" or "academic probation", the Graduate School shall submit it to the school leader in charge of teaching for approval. If the punishment proposal is "expulsion", the Graduate School shall submit it to SWJTU for legality review, and the decision shall be made by the President's Office meeting.

(5) Before SWJTU decides to discipline any students, the relevant graduate student cultivation units where the students belong shall inform the students of the type of punishment SWJTU intends to impose, the facts, reasons, and basis for making such a decision, as well as their right to make statements and defenses. The relevant units shall then listen to students' statements and defenses.

(6) The issuance, release, delivery, handling period, and termination of the punishment decision shall be implemented following the *Provisions on Disciplinary Punishment for SWJTU Students*. The decision shall be included in the students' personal files. The decision on expulsion shall be submitted to the Provincial

Education Department for filing.

Article 11 Under any of the following circumstances, the punishment shall be aggravated:

- (1) Having a bad attitude after the disciplinary violation;
- (2) Threatening, intimidating, or retaliating against the informants or witnesses with verbal or physical violence.

Chapter VI Supplementary Provisions

Article 12 Those who have any objections to the decision on the examination violation may file an appeal in accordance with the *Regulations on Management of Student Appeals of SWJTU*.

Article 13 The School of International Education shall take the lead and responsibility in handling violations for international graduate students.

Article 14 The regulations shall come into effect from the date of promulgation. The previous *Regulations on Handling Violations in the Assessment of Graduate Courses and Training Modules at Southwest Jiaotong University (Trial)* (XJXY [2022] No. 4) shall be abolished at the same time.

Article 15 The Graduate School is responsible for the interpretation of the regulations.