

**Charles University**  
**Faculty of Pharmacy in Hradec Kralove**

**Dean's Directive No. 2/2023**

**Rules that students are obliged to adhere to during the examination**

Article 1

**Introductory Provisions**

Charles University, Faculty of Pharmacy in Hradec Kralove places great emphasis on compliance with the rules of ethics and honest behavior of students during their whole studies and when fulfilling their study obligations. This Dean's Directive regulates the obligations of students in connection with the conduct of their study obligations and the tools for preventing fraudulent behavior, and the procedure upon its detection.

Article 2

**Rules for Students**

1. Before the study obligation starts (such as an exam, test, credit test, and similar), students must leave all their belongings at a specified place in the classroom as instructed by the supervisor.
2. According to the previous paragraph, students must turn off and put all their electronic devices, such as mobile phones, smart watches, headphones, etc., to their other belongings. If the student is found with any electronic device, whether they actively used it or not, their behavior will be treated as cheating and handled as written below.
3. Students must show that they do not have any headphones in their ears. In addition, both ears must be visible (not covered by hair or another headcover).
4. Students can only have a pencil, pen, ID card (ISIC), eraser, bottle of water, and tissue on the desk during the study obligation unless otherwise instructed by the supervisor.
5. Students cannot talk or use any gestures during the study obligation.
6. If the students have a question regarding the study obligation, they shall raise their hand and wait for the supervisor to ask the question. Other students are not allowed to speak during that time.
7. Students are not allowed to have any study materials or notes during the study obligation or preparation for it after choosing the questions.
8. Students' preparation for the study obligation takes place under the supervision of the supervisor in charge.

Article 3

**Final Provisions**

1. Violation of these rules will immediately terminate the study obligation (exam, test, credit test, and similar). The student's behavior will be examined by the disciplinary committee of the faculty.
2. Before undertaking the study obligation, students may be asked to confirm in writing that they have familiarized themselves with these rules.

3. This Directive enters into force on the date of its signature and becomes effective on the date of its publication.

In Hradec Kralove on 7th February 2023

doc. PharmDr. Jaroslav Roh, Ph.D.  
Dean of the Faculty