

Code of Conduct for students of HU University of Applied Sciences Utrecht who take a Study Abroad period

HU University of Applied Sciences Utrecht values and promotes international educational opportunities and you are probably very much looking forward to your upcoming international experience. Nevertheless you must realise that you will be living and working in a different cultural environment and that you are representing HU during this period. You must therefore:

- Be sensitive and alert to customs, values and ethics of the local culture and religion;
- Be careful with the use of alcohol; alcohol abuse and resulting behaviour can bring you in danger and will damage not only your reputation but also the reputation and partnership of HU;
- Be aware that many countries have very strict rules regarding the possession and/or use of drugs.

The purpose of the code is:

- To increase the safety while staying abroad;
- To maximise the student's professional attitude;
- To stimulate the quality and the impact of the study exchange, internship or study trip for all involved: the host organisation/university and its stakeholders, HU and the student.

The participation in the study related trip abroad, implies that the student agrees with this code of conduct, implying he/she shall live and act accordingly.

During the study period the student is representing HU and shall:

Principally

1. Act professionally

- aspire to the utmost professionalism;
- aim for objectivity, completeness and openness in reporting on the successes and failures of his/her activities;
- cooperate with others - professionals and stakeholders - when the implementation of an assignment so requires;
- inform the coordinator/supervisor promptly and correctly as to any barriers, inconsistencies or limitations to successfully completing an assignment;
- be frank and open regarding his/her own qualities and limitations;
- take his/her personal, the organisation's/university's and its staff and customers' safety into careful consideration.

2. Act with integrity

- implement any assignment with utmost integrity, transparency, respect and care;
- ensure that all confidential information obtained within the scope of an assignment is handled correctly and with confidentiality;
- refrain from behaviour that might harm the prestige of other HU-students doing an internship or study period abroad;
- be accountable to the organisation/university providing the internship/study programme;
- report evidence or allegations of corruption or fraud in current procedures within the organisation.

3. Respect the organisation's customers/university's students and staff

- be aware of his/her role as a foreign student taking part in a developmental process;
- respect local culture and customs; support the dignity of all; refrain from any discrimination or harmful behaviour in terms of age, sex, health-status, ethnicity and other diversity, and from misuse of power; and at all times respect all fundamental human rights.

4. Stimulate sustainability

- promote social, financial and environmental sustainability;
- contribute to (local) capacity development of both organisation's partners, stakeholders and customers within the scope of the assignment.

Practically

5. Travel carefully

- in some countries, travel during day time only and preferably in well-known company;
- refrain from hitchhiking;
- in some countries, refrain from driving a car or boat or any other motorized vehicle.

6. Take precautions and act modestly

- refrain from involving in situations with tension caused by an accident, a fight, a confrontation of political parties and the like;
- refrain from going into areas that are notified as unsafe;
- show respect and dignity to officials and obey instructions;
- do not sign any declaration, do not confess;
- contact the local supervisor or the Dutch embassy prior to your arrival and in case of any emergency;