

**KAZAKHSTAN REPUBLIC'S MINISTRY OF
EDUCATION AND SCIENCE**

**EAST-KAZAKHSTAN STATE UNIVERSITY
NAMED AFTER S.AMANZHOLOV**

REGULATION

ON THE CODE OF HONOR OF THE TEACHER

P EKSU 050-13

FIRST EDITION

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2013 year**

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EDUCATION AND SCIENCE**

**EAST-KAZAKHSTAN STATE UNIVERSITY NAMED
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APPROVED

Rector

A.U.KUVANDYKOV

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DEVELOPED:

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Work**

AGREED:

**Representative of quality management
Head of Accreditation, Monitoring and
Forecasting Department
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1. General Provisions

1.1 The code of honor of the teacher of the S. Amanzholov VKGU is a system of moral norms, obligations and requirements of conscientious behavior, based on the generally recognized moral principles and norms of the Kazakh society and state.

1.2 The main activity of the teacher is working with students, taking care of their education and culture, educating the true patriots of their homeland.

1.3 The teacher is an example of decency and intelligence, morality and morals, an active propagandist of the statehood of Kazakhstan, a principal opponent of any manifestations of corruption of indiscipline and irresponsibility.

2 Normative references

The original JD (job description) is developed taking into account the requirements of the following normative documents:

1.1 the Constitution of the Republic of Kazakhstan;

1.2 The Law on Education;

1.3 Methodical instructions of the MK EKSU 01-12;

1.4 The Law "On State Youth Policy in the Republic of Kazakhstan";

1.5 The concept of the state youth policy of the Republic of Kazakhstan;

1.6 University Charter;

1.7 Decisions of higher authorities and instances, the Academic Council, the university administration

3 Notations and abbreviations

CPC - Code of honor of the teacher;

OVRiSV - Department for Educational Work and Social Issues;

ST RK - State Standard of the Republic of Kazakhstan;

QMS - Quality Management System;

IRD - Internal regulatory document;

AMFD - Office of Accreditation, Monitoring and Forecasting; CPR - Head of the structural unit;

DP VKGU - Documented procedure of the University;

3. Main functions

Ensuring observance of the rights set forth in legislative acts

RK, the Law of the RK "On Education", the Law "On State Youth

Policy in the RK ", the Concept of the state youth policy of the RK.

5 Main functions

5.1 The teacher by personal example demonstrates to the students the necessity of labor and educational discipline rules compliance, respectful attitude to colleagues, demanding of him/herself, of his/her words and actions, freely admits his/her mistakes and corrects them faithfully;

5.2 The teacher should be honest and impartially objective in professional judgement of his colleagues' and students' actions, he has to be organized, his words followed by actions, openly expresses his position on fundamental issues of activity and proves his point of view in a well-argued manner;

5.3 The teacher should be a professional, constantly working on improving his theoretical knowledge and pedagogical skill, actively conducting research and scientific activities based on honest search for knowledge, properly providing evidences, impartiality of judgments and conscientiousness about reporting results;

5.4 The teacher is responsible for the implementation of the basic principles and adherence to the student and teacher Code of Honor.

6 Changes

6.1 Amendments and additions to the provision are made only under the permission of the PRC and documented for his signature in the change notification form. The change notification notice sheet executed according to the established form and transferred to all structural units, where this position is located. Making changes and additions to the original and registered working copies are made in according to the requirements of the DP of the EKSU 001-12. Issuance of a notice changes transferred in the storage position are made only Department-developer. Changes in the provision of the Pro-rector on social and educational work (hereinafter - the Vice-Rector) are to be done with mandatory note in the list of registration of changes and additions;

6.2 Responsible persons for making changes and additions to the original and registered working copies are the accreditation, monitoring and forecasting department (AMFD) and the Vice-Rector;

6.3 The Regulations are revised by the Pro-Rector at least once every three years with mandatory record inclusion in the periodicity sheet checks.

6.4 The basis for making changes and additions to the provision can be:

6.4.1 newly introduced changes and additions to the regulatory and legal framework acts having the force of law;

6.4.2 orders of the rector;

6.4.3 redistribution of responsibilities between structural divisions;

6.4.4 reorganization of structural units;

6.4.5 Pro-rector's memo, stating the reason for making changes with the resolution of the PPC;

6.5 When the name of a division is changed, the provision must be replaced;

6.6 In case of replacement, all copies of the provision available at the university, that has lost its force, must be withdrawn and replaced with new ones;

6.7 Responsibility for the replacement and removal of the obsolete position is borne by the Vice-rector and AMFD;

6.8 The removed provisions marked with the inscription "Canceled" with indicating grounds for cancellation, date, signature of the person who made the inscription "Canceled" and place in the archive. Archival documents are not used for work.

7 Reconciliation, storage and dispatch

7.1 Coordination of the situation in accordance with the requirements of normative and legal acts of the Republic of Kazakhstan is carried out by the Vice-Rector;

7.2 The position is developed by the Vice-Rector.

The situation is coordinated with:

- A representative of the quality manual (RQM);
- Head of AMFD;
- Head of Documentation Support and Control Department;
- Legal Advisor.

7.3 The position is approved by the rector and valid until canceled.

7.4 The original is stored in the documentation department of the maintenance and control, the responsibility for its storage is on the chief Department of Documentation Support and Control.

7.5. For the individual familiarization of all employees from different structural units with the content of the provision with signature confirmation on the original inspection sheet responsible persons are Pro-Rector and the head of the department staff and legal support, in case of hiring new employee he has to be informed about mandatory content of this provision.

7.6 The distribution of registered working copies of the provision shall be provided by the Department of Documentation Support and Control.

7.7 Responsibility for keeping a registered provision working copy in the division is carried by the Pro-rector.

