1. Background
Certain forms of cheating may lead to disciplinary measures such as suspension. The formal provisions regulating suspension are contained in Chapter 10 of the Higher Education Ordinance. The National Agency for Higher Education also arranged a conference on this topic in the autumn of 2002, which was documented in explanatory written material by Nils Jareborg and Hans-Heinrich Vogel. The policy described here is a summary of the applicable parts of this material and recommendations on how it is to be applied. It is intended to be an aid to staff at the department by explaining how and in which situations teachers should act. Accordingly, this document is not to be regarded as a decision but rather as guidelines.

2. What is Cheating?
According to the Higher Education Ordinance, disciplinary measures may be taken against students who ... use prohibited aids or other methods to deceive during examinations or other forms of assessment of study performance.
In this document, deceitful actions of this kind are referred to summarily as cheating. Disciplinary measures may furthermore be undertaken in some other circumstances (against students who disrupt activities or engage in harassment) but this is outside the scope of this policy.
In order for an action to be considered as cheating, it must involve deceit, which requires intention. The student must have intentionally attempted to deceive the teacher. This requires that
• the student has done it deliberately (not by mistake or carelessness), and
• the student has been aware that the procedure in question was not allowed, and
• that it is part of an examination or another task included in an assessment of study performance.
Examples of cheating are prohibited aids during written examinations, changes made to corrected examination scripts that have been returned, prohibited collaboration between students in individual written assignments, copying of the work of other students, transcription without correct citing of source, incorrect notations on attendance during compulsory tuition, incorrect information about previous study performance which is relevant for assessment of crediting previous studies, etc.
In this document, student means a person who has been admitted to higher education, including postgraduate studies. Disciplinary measures may thus be taken against doctoral students but not in connection with entrance examinations, against guest students who have not formally been enrolled, or in contract education.
Some important aspects regarding deciding what is to be considered as cheating: