ETHICAL CODEX

Vysoká škola NEWTON / NEWTON University

Prague / Brno / Bratislava

Document version: 2.0

Date of first issue: 18 February 2023

Date of update: 1 October 2025

ETHICAL CODEX AND EQUAL OPPORTUNITIES POLICY

Version: 2.0

Updated: 1 October 2025

Preamble

Vysoká škola NEWTON, a.s. / NEWTON University (also referred to below as "VŠ NEWTON" and "NU") upholds the principles of human dignity, freedom, responsibility, honesty, fairness and mutual respect. It regards ethical conduct as an essential foundation for high-quality higher education, the advancement of knowledge, professional development and a credible role in society.

This Codex is grounded in NU's values and in the commitment of all its departments to uphold them, and provides a comprehensive framework for conduct and behaviour. It promotes an inspiring, safe, inclusive and transparent environment that supports the intellectual, professional and personal development of students, faculty and administrative staff.

Adherence to these ethical principles underpins NU's development as a respected, trustworthy and socially responsible higher education institution.

1. Community, Inclusion and Anti-Discrimination

NU promotes a strong sense of belonging and mutual support, known as the **"NU Family"**. This inclusive community comprises students, faculty and administrative staff who work together, complement one another and form a cohesive whole.

- **1.1 Respect, Tolerance and Diversity:** NU values the diversity of its community and promotes mutual respect and tolerance among its members. We embrace different perspectives, cultures and life experiences and, in accordance with the constitutional order of the Czech Republic, respect every individual's right to freedom of thought, religion and expression.
- **1.2 Comprehensive Anti-Discrimination Policy:** NU creates an environment founded on human dignity and equal opportunities. It actively works to eliminate all forms of direct or indirect discrimination, prejudice, harassment, bullying, sexual harassment and victimisation. This protection extends to everyone, regardless of biological sex, gender, gender identity, transgender identity, gender expression, sexual orientation, race, ethnic origin, nationality, immigration or migration status, language, religion or belief, age, disability or health status, socioeconomic background, family status or political affiliation.
- **1.3 Policy on Non-Discrimination and Equality for Women:** NU expressly guarantees women equal rights, opportunities and fair treatment across all study

programmes, jobs and leadership positions. The university is committed to ensuring equal pay for work of equal value, supporting professional and academic advancement, facilitating work-life balance (including support during pregnancy and parental leave), and maintaining a safe study and working environment free from sexism, gender bias and harassment.

- **1.4 Inclusion and Protection of Transgender and Gender-Diverse People:** NU respects and protects the self-determination, privacy and identity of transgender, non-binary and gender-diverse students and staff. NU ensures that:
    - Members of the community are treated in accordance with their gender identity in all academic and administrative settings.
    - Preferred names and pronouns are respected in university communications, informal documentation and digital systems.
- **1.5 Mutual Inspiration and Open Dialogue:** At NU, we inspire one another - whether we are students, faculty or other staff - by sharing our unique experiences, views and interests. We encourage open and constructive communication in which all members of the community can freely express their views and work together to resolve problems.

2. Equal Access to Higher Education and Lifelong Learning

NU strives to create an inclusive educational environment that values individual differences and removes barriers to personal development. Equal access to education is guaranteed across all modes of teaching and for all groups of students:

- **2.1 Public Learning Events and Lifelong Learning:**
    - NU guarantees equal access to all public educational events, including lifelong learning programmes, courses outside accredited degree programmes, open lectures, seminars, workshops and academic conferences.
    - Registration for and participation in public educational activities are open to all qualified applicants, **regardless of ethnic origin, religion, disability, immigration status, gender or social background**. Selection criteria are objective and transparent, and focus exclusively on applicants' motivation and educational aptitude.
- **2.2 Non-Discriminatory Admissions Policy:**
    - Equal access to higher education is generally ensured through an admissions process focused primarily on assessing applicants' interest in their chosen study programme and their motivation to undertake higher education.
    - Enrolment is conditional on meeting the standard statutory criteria under the Higher Education Act and the language proficiency requirements for the accredited language of instruction (Czech or Slovak, or English for international programmes). The admissions process is transparent and non-discriminatory.

- **2.3 Support for Combined-Mode Study:** Equal access is fully guaranteed for students in combined-mode study. Despite having fewer contact teaching hours, these students have access to:
    - Unlimited digital communication with faculty through the IS NU information system and dedicated communication platforms.
    - Guaranteed contact teaching, individually tailored study support and scheduled weekend teaching sessions for discussing and assessing the outcomes of independent study.
    - The opportunity to attend in-person lectures and seminars by arrangement with teaching staff, so that classroom capacity can be managed effectively.
- **2.4 Accessibility and Reasonable Adjustments for Students with Disabilities:**
    - Teaching premises in **Prague and Brno are fully accessible**, with step-free access to classrooms. The **premises in Bratislava are wheelchair-accessible**, with some assistance provided where needed.
    - The needs of students with physical disabilities or health-related limitations are monitored on an ongoing basis in cooperation with the Student Council. Designated staff in the Study Department address additional individual requirements through personal assistance and adapted study arrangements.
- **2.5 Support for Socially Disadvantaged Students and the Erudikon Foundation:** Although NU is a private higher education institution that charges tuition fees, it actively removes financial barriers:
    - **Extraordinary Scholarships:** NU provides extraordinary scholarships that partially or fully cover tuition fees for students who face sudden, serious personal circumstances (such as serious illness or the loss of someone who provided financial support).
    - **Erudikon Foundation:** This non-profit endowment fund, established by the university, helps talented young people whose economic or social circumstances limit their access to higher education. Erudikon provides financial contributions (towards tuition fees, accommodation and study costs), material assistance and a dedicated patron from among NU's leadership or faculty, who supports the student in pursuing their goals and personal development.
- **2.6 Special Educational Needs and Parental Support:** NU offers flexibility through individual study plans that accommodate students' special educational needs, including needs arising from pregnancy, parental leave, recovery from illness or injury, and demanding sporting and cultural activities.
- **2.7 Support for Gifted Students:** Exceptionally gifted students are supported through merit-based and extraordinary scholarships, help with arranging study periods and placements abroad, opportunities to become involved in research sooner, and individual academic guidance when preparing coursework and final theses.

3. Practical Application, Innovation and Collaboration with External Partners

NU emphasises the practical application of knowledge and innovation in teaching, ensuring that education meets the needs of a rapidly changing market.

- **3.1 Practical Skills and Market Alignment:** We strive to develop students' practical skills and continually monitor market trends. We encourage creative thinking, problem-solving and an entrepreneurial mindset to prepare students to make the most of professional opportunities.
- **3.2 Collaboration with External Partners:** NU actively builds partnerships with entrepreneurs and institutions, professional organisations, the public sector and non-governmental organisations. This collaboration ensures the practical relevance of teaching and research, while providing students with professional placements, practical experience and preparation for employment. When working with external partners, we maintain academic independence, honesty and transparency. We ensure that partners' interests do not compromise the impartiality of teaching, assessment or research findings.

4. Professionalism, Quality and Academic Integrity

We emphasise professionalism and high quality in both teaching and research.

- **4.1 Teaching and Academic Standards:** Our academic team combines specialist knowledge and experience from active project work with engaging, student-centred teaching. We encourage critical thinking, intellectual reflection and diversity of opinion among students and faculty. In teaching and assessment, we apply clear and appropriate criteria that are communicated to students in advance. We assess academic performance fairly, on the basis of demonstrated knowledge, skills and fulfilment of the specified requirements. We respect students as individuals and provide feedback that supports their further development. Students take an active part in their education and accept responsibility for their own academic performance and development. They observe the rules governing teaching and the assessment of knowledge.
- **4.2 Academic Integrity:** NU places particular emphasis on academic integrity and honesty. All members of the community are required to uphold high ethical standards in their academic activities. Plagiarism, falsification of data, unauthorised assistance, cheating and unacknowledged use of artificial intelligence or third-party work are strictly prohibited. Proper citation and acknowledgement of sources are mandatory. When using artificial intelligence and other support tools, we also comply with the rules established for the specific study, teaching or research activity. The use of these tools does not relieve the person submitting the work of responsibility for its content and the accuracy of the results presented. We support academic independence and freedom of research. We create an environment for honest scholarly criticism, open

discussion and responsible sharing of knowledge. We respect different scholarly approaches and base our conclusions on scholarly reasoning and properly substantiated findings.

5. Personal Development, Expertise and Lifelong Growth

We focus on the ongoing personal and professional development of students, faculty and other employees.

- **5.1 Holistic Approach to Education:** Our educational model combines specialist knowledge with personal competencies, including communication, emotional intelligence, critical thinking, ethics and teamwork. It prepares students to navigate a range of life situations successfully.
- **5.2 Promoting Lifelong Learning:** NU is committed to supporting lifelong learning in the wider community through seminars, workshops, professional training and conferences that enable continuous skills development.

6. Whistleblower Protection, Reporting Ethical Misconduct and Due Process

To maintain an ethical learning and working environment, NU provides transparent mechanisms for reporting inappropriate conduct and protects those who raise ethical concerns in good faith.

- **6.1 Protection Against Retaliation:** NU consistently protects every student, employee or community member who reports suspected discrimination, harassment, unethical conduct or breaches of legislation against disadvantage in their studies, employment or personal life. Retaliation against a whistleblower, such as unfavourable assessments, changes to working conditions, formal sanctions or social exclusion, is regarded as a serious ethical violation that leads to immediate disciplinary action. We provide the same protection against retaliation to those who cooperate in good faith in clarifying the reported conduct, provide information or act as witnesses. Their involvement in an investigation must not be grounds for disadvantage in their studies, employment or within the university community.
- **6.2 Reporting Channel ("Don't Let It Be" / NNTB Platform):** Ethical concerns, harassment, discrimination or breaches of rules can be reported electronically through NU's integrated online platform, **Nenech to být (NNTB)**. Reports may be submitted anonymously or with contact details via the web or mobile interface.
- **6.3 Investigation Procedure and Due Process:** When assessing and handling reports, we respect the dignity, privacy and rights of everyone concerned. We act impartially and with due care, and base our conclusions on established facts. We do not regard the mere submission of a report as proof of misconduct.
    - **Receipt and Professional Assessment:** Reports submitted through NNTB are delivered directly to designated, impartial Ethics Officers. The reporter

receives an acknowledgement of receipt through the secure platform within seven days. The Ethics Officer carries out an initial confidential assessment, evaluates the facts, ensures the protection of privacy and determines the appropriate next steps.

- **Investigation and Action:** If the report is substantiated, the university initiates a remedial process, which may include formal mediation, administrative intervention, proceedings before the academic disciplinary committee or sanctions under employment law. When selecting measures, we take into account the nature, severity and impact of the conduct established. We act in accordance with the applicable legislation and internal regulations, and seek to remedy the situation, protect those concerned and prevent similar situations from recurring.
- **Feedback and Privacy:** Information on progress and the final outcome is communicated to the reporter through NNTB, while personal data are protected in accordance with legislation.

7. Collaboration, Partnerships and Internationalisation

NU places considerable emphasis on broad cooperation to advance education, research and societal well-being.

- **7.1 International Cooperation:** NU supports international cooperation in education and research. We work with academic institutions around the world, exchange knowledge and support student and staff mobility (Erasmus+, study periods abroad and internships), enabling our community to build international contacts.
- **7.2 Public and Sectoral Partnerships:** We actively cooperate with organisations applying knowledge in practice, the public sector and non-profit organisations to address societal challenges, support innovation and create opportunities for students to tackle real-world problems.

8. Openness, Governance, Sustainability and Rights Protection

NU acts as a responsible institution guided by the principles of transparency, compliance with legislation and care for the environment.

- **8.1 Openness and Transparent Governance:** We support open communication and transparent decision-making at all levels. The involvement of student bodies (such as the Student Council) and faculty in governance ensures that decisions reflect the actual needs of the university community. Managers have a particular responsibility to ensure that NU's values are reflected in the university's everyday operations. They lead by example in observing ethical principles, support open communication and create an environment in which concerns can be raised safely. They give concerns due attention and support their constructive and fair resolution.

- **8.2 Personal Data Protection (GDPR):** NU collects and processes the personal data of students, employees and external partners in strict compliance with the GDPR and applicable Czech privacy legislation. It ensures the confidentiality, security and lawful use of data.
- **8.3 Protection of Intellectual Property:** NU recognises and respects intellectual property rights relating to research, teaching and creative activities. We encourage community members to protect the results of their intellectual work and provide the institutional support they need to do so.
- **8.4 Environmental Sustainability and Social Responsibility:** NU recognises its responsibility towards the environment. We strive to minimise our impact by promoting environmentally responsible operational practices, such as energy efficiency, waste management and digital workflows, while actively supporting social responsibility projects in local and global communities.
- **8.5 Preventing Conflicts of Interest:** We strengthen trust in NU by acting openly and impartially. Community members avoid situations in which their personal, professional, academic or other interests could affect the fulfilment of their duties towards the university or those for whom they bear professional responsibility. If such a situation arises or cannot be avoided, they openly disclose it to the person responsible for the relevant area and help find a solution that preserves impartial decision-making.
- **8.6 Responsible Use of Position:** We associate academic, professional and managerial positions with responsibility towards others. We do not use our position to exert pressure, gain undue advantages or infringe the rights of others. When making decisions about studies, assessment, employment opportunities and other matters, we act impartially and apply clear, proportionate and transparent criteria. Personal relationships and private interests must not lead to unjustified favourable or unfavourable treatment.
- **8.7 Protection of Confidential Information and Responsible Use of Resources:** Community members handle NU's property, equipment, funds, information and other resources entrusted to them responsibly. They use these resources for their intended purpose and protect them against misuse, damage and waste. They protect confidential information to which they gain access during their studies or work against unauthorised disclosure and do not use it to gain an undue advantage for themselves or others.

Conclusion and Implementation

This Ethical Codex and Equal Opportunities Policy sets out the values and binding principles that govern NEWTON University's operations. All members of the NU community, including students, faculty, administrative staff and management, are expected to familiarise themselves with this Codex and act in accordance with its spirit and provisions.

NU supports the application of this Codex through clear information, preventive activities and appropriate support for students and employees. We create opportunities to discuss ethical issues and help community members understand how to apply the Codex's principles in everyday study and work situations. The principles of this Codex also apply to external collaborators and other persons carrying out activities for NU, insofar as those activities relate to their work for the university. NU familiarises them with the relevant principles and takes these into account when establishing the terms of cooperation.

This document is an evolving framework, regularly reviewed by management, the Academic Council and the Student Council to ensure that it reflects evolving academic, societal and legal standards. Further details on the application of this Codex may be set out in supporting NU documents, particularly procedures for submitting and handling ethical concerns and rules for specific areas of study and work. These documents are based on the values and commitments of this Codex and clarify their practical application. They preserve the protections and procedures set out in Section 6, including the option to submit anonymous reports through NNTB, acknowledgement of receipt within seven days and the provision of feedback.

Together, guided by these values, we are building a trustworthy, inclusive and successful university for life.

This Ethical Codex enters into force and takes effect on 1 October 2026. On its effective date, it replaces the previous version of the Ethical Codex and Equal Opportunities Policy of Vysoká škola NEWTON, a.s. / NEWTON University.



.....

Anna Plechatá Krausová, DPhil.
Rector and Chair of the Board of Directors
Vysoká škola NEWTON