



**The European Graduate School**  
**EST. 1994**

## **Research Ethics – Guidelines**

### **General Principles**

All students of The EGS will conduct themselves and their academic work in accordance with the highest level of integrity, dignity, and honesty.

As participants in a laboratory and crucible for advanced thinking in a wide cross-section of intellectual fields, all members of The EGS community will not merely seek to meet the highest established standards of ethical conduct but will endeavor to advance those standards, according to the principle that intellectual adventure and rigorous honesty are mutually interdependent.

### **Literary Research**

All students of The EGS will refrain from the commission of any act of plagiarism, false reporting, and false attribution of authorship. Where there are reasonable questions of "fair use" of an author's work, students of The EGS will err on the side of caution and will maximize their use of direct quotation, appropriate attribution of source material, and proper documentation through footnote and bibliographical references.

All students will strive in every possible way for accuracy in their use and representation of materials of literary research.

All students of The EGS will be expected in their literary research and production to make clear and reasonable distinctions between the reporting of literary material under examination and judgments regarding the material. Students will make every possible effort to report the material accurately when using indirect quotes and providing characterization of the views of the author under consideration, and will be free to make what critical judgments of the material they will, rooting their estimations in the accurate portrayal they have provided of the material.

All professors, dissertation and thesis supervisors, and defense committee members will report to the dean of the school any suspicions they have of plagiarism, false reporting, and false attribution. The dean will investigate all reports of misconduct and will, where

called for, administer appropriate punishment, which will be a function of the dean's own judgment and will reflect the degree of error and of evident deliberateness in the offense. Punishment can be as severe as expulsion from The EGS, in sufficiently egregious cases.

### **Research Involving Material Presented in the Classroom**

It will be the operative assumption that any material presented by a professor in class is freely available for use in the students' literary work, unless specifically indicated otherwise by the professor.

All students will strive for accuracy in their recounting and use of material presented in class, both material presented vocally and in written form.

All material drawn from classroom presentations will be properly footnoted and entered into the bibliography of any work a student produces and in which it is used. Such references will include the professor's name, "The EGS" and the campus on which the seminar or workshop was given, the title of the seminar or workshop, and the date of the class.

Students using material presented in class will give the professor of the class the opportunity review the material being used, and will offer that opportunity in writing, either by email or by letter. A copy of the email or letter will be available for submission with the paper, along with the written permission of the professor. If the professor does not respond within a month of the request, the assumption will be that permission has been given implicitly for the use the student has requested.

Misconduct in the use of classroom material will be judged and punished, where called for, on the same basis as plagiarism and false reporting of printed material.

### **Research Involving Human Participants**

The guiding principle for research that involves human participants is to do good for them and to do no harm. Every possible effort must be made by the researchers to protect the rights and the dignity have of the research participants.

All participants in research projects conducted by students of The EGS will be required to provide their informed consent. All participants will be supplied with a Participant Information Sheet, which will explain the purpose of the research being conducted and its methodology. Participants will then fill out and sign, if they agree to participate, a Consent Form, which will be kept on file at The EGS. The Participant Information Sheet and the Consent Form will be drawn up by the researchers and reviewed by appropriate members of the faculty before it is presented to research participants.

All participants will be free to withdraw from the research project without being required to provide reasons or advance warning.

The anonymity of the participants and the confidentiality of all information they provide or is gathered about them will be guaranteed and rigorously guarded by the researchers.

The reporting of all research results will refrain from using the correct names of any participants, either through changing names or through the reporting of only aggregate results. The storage of all research data will be carefully considered and maintained so as to guarantee continued anonymity of the participants and confidentiality of their information. Members of The EGS administration will be responsible for overseeing these practices.

If any research participants are members of vulnerable populations – such as children, elderly, people under medical care, people with learning disabilities, the homeless – special care must be taken in their treatment. Such research must be carefully supervised by faculty, and student researchers will never be permitted to meet with such participants without faculty present.

All participants will be debriefed after their participation is completed, to insure that their experience was a good one and no problems arose that were not expected by the researchers. An EGS email address for future contact will be provided to all research participants, in case unforeseen problems arise after the research is completed.

All in all, the student researchers and their research supervisors will make every effort to avoid any stress, discomfort, risk, embarrassment, and indignity being suffered by the research participants.

Any difficulties of this nature that arise in research projects conducted in the name of The EGS will be reported by students to faculty and by faculty members to the appropriate dean.