

**RULES, DUTIES AND RESPONSIBILITIES OF STUDENTS
IN THE PRE-CLINICAL EDUCATION PERIOD OF BAHÇEŞEHİR UNIVERSITY FACULTY OF MEDICINE**

RULES	
1	They should have knowledge about Bahçeşehir University Faculty of Medicine Education and Examination Regulations.
2	They should be aware that they may have requests within the boundaries of the relevant regulations or directives of the faculty and university, especially Bahçeşehir University Faculty of Medicine Education and Examination Regulations.
3	They should follow the hierarchy within the organization when making their requests. They should appropriately follow the steps such as class representative, course board officer, semester coordinator, vice dean responsible for education and dean.
4	They should be aware that written petitions and requests are essential in obtaining documents belonging to them or the institution.
5	They must not use the name or logo of the organization without permission.
6	They must carry their identity cards or badges within the institution and in the hospital.
7	They should attend classes on time.
8	They should not have attitudes and behaviors that will disrupt the integrity and concentration of the lesson during the course.
9	As stated in Bahçeşehir University Faculty of Medicine Education, Training and Examination Regulations, students should be aware that if they exceed the absenteeism limit, they will not be allowed to take the relevant exams or they will repeat the year.
10	They should participate in all assigned laboratory studies, and in case of not being able to participate in the studies, they should notify the relevant persons within the appropriate period of time.
11	Participate in laboratory work in appropriate attire and behave in accordance with announced laboratory rules.
12	During hospital visits for clinical observation, they should follow the rules of the relevant clinics and act in accordance with patient and physician rights.
13	They should comply with the principle of confidentiality of patient and hospital data and should not use these data outside of educational areas.
14	They should not give information to patients, relatives or third parties about the patient's condition and prognosis without the knowledge and supervision of faculty members.
15	They must act in accordance with the principles to be followed in all kinds of exams taken at the faculty.
16	They should not give and receive help with exams and assignments unless their instructors give permission.
17	They should not engage in attitudes and behaviors that will interfere with the lessons of other classes in common areas and disturb the employees working in the offices.
18	They should follow the library rules.
19	They should respect the rights of other students to work in the library or other study areas.
20	They should comply with the rules of cleanliness within the organization
21	They should pay due attention to the use of all movable and immovable materials and goods belonging to the organization.
22	Alcohol, tobacco, tobacco products and drugs are prohibited within the campus area (including the garden).
23	They should regularly follow the announcements and information sent through official communication tools (e-mail provided by the institution, institutional web page).

DUTIES AND RESPONSIBILITIES	
1	They should be tolerant of cultural and social differences.
2	They must be intolerant of all forms of discrimination.
3	They should be respectful to their friends, faculty members, patients and all campus staff.
4	They should not exhibit self-interested relationships and behaviors with faculty members and all campus staff.
5	They should not engage in dishonest, rule-breaking, violent or bullying behavior.
6	They should try to use their independent working hours effectively.
7	They should try to participate at the highest level in scientific or cultural activities organized outside the lessons in order to gain the equipment required by the profession.
8	They should adopt attitudes and behaviors that uphold academic integrity.
9	They should take care of their appearance and dress in a professional manner.
10	They should strive to make the classroom atmosphere conducive to learning.
11	They should participate in the feedback sent by the program evaluation commission for the improvement and development of the programs; they should not use expressions that exceed the scope of criticism and contribution in the feedback.
12	They should pay attention to use communication tools (phone, e-mail, whatsapp, etc.) at appropriate times and in an appropriate manner.
13	They should adopt the path of being guides and role models for the lower classes.