



# MEMOS Student Code of Conduct

Updated: 11 February 2024

## Introduction

The MEMOS Programme is an international executive master's programme for the Olympic Movement. As a student in this programme, you are expected to uphold the highest standards of professionalism, integrity, and respect. The following Student Code of Conduct outlines the expectations and guidelines for all MEMOS students to ensure a positive and productive learning environment.

## Mission and Values

MEMOS is a master's degree programme that aims to combine sport management theory with practical experiences by international experts, fostering intercultural exchanges and a diverse classroom. The programme provides an opportunity to apply key learnings to a real-life project that benefits a sport organization in the Olympic system. MEMOS also aims to connect its members, alumni, and stakeholders within the Olympic system. The programme is guided by the following values:

1. Excellence:
  - 1.1. Strive for excellence in all academic endeavours, assignments, and projects.
  - 1.2. Demonstrate a commitment to continuous learning, professional growth, and personal development.
  - 1.3. Engage in critical thinking and problem-solving to achieve the highest standards of achievement.
2. Diversity:
  - 2.1. Embrace and celebrate diversity in all its forms, including cultural, ethnic, social, and intellectual diversity.
  - 2.2. Respect the perspectives and experiences of individuals from different backgrounds and foster an inclusive learning environment.
  - 2.3. Actively engage in discussions and activities that promote cross-cultural understanding and collaboration.
3. Respect:
  - 3.1. Treat all MEMOS professors, Olympic Solidarity staff, fellow students, and guest speakers with respect, dignity, and fairness.
  - 3.2. Listen attentively to others' viewpoints and opinions, even when they differ from your own.
  - 3.3. Foster an environment where everyone feels valued and encouraged to participate.
4. Friendship:
  - 4.1. Cultivate a sense of camaraderie and friendship within the MEMOS community.



- 4.2. Support and encourage your peers in their academic pursuits and personal growth.
- 4.3. Foster positive relationships through teamwork, collaboration, and mutual support.

#### 5. Networking/Collaboration:

- 5.1. Actively engage in networking opportunities provided by the MEMOS Programme to connect with members, alumni, and stakeholders within the Olympic system.
- 5.2. Foster a spirit of collaboration and teamwork in group projects, discussions, and events.
- 5.3. Share knowledge, resources, and experiences to promote mutual growth and learning.

## Programme Expectations

As students within the MEMOS Programme, it is important to understand that participation in the programme is distinct from your regular day job or professional role(s). Therefore, MEMOS participants should approach their expectations for accommodations, classrooms, food, and travel from a student perspective, rather than anticipating a high-end, VIP treatment.

While the MEMOS Programme strives to provide a conducive and comfortable learning environment, it is essential to recognize that the focus is on the educational experience, the knowledge gained, and collaboration experiences rather than extravagant amenities. Over the years, MEMOS has strived to make participation affordable for individuals and organizations from diverse backgrounds. Thanks to the combined efforts of MEMOS professors, students, and Olympic Solidarity, we have been successful in maintaining reasonable costs. This commitment to accessibility and affordability is what sets MEMOS apart and contributes to its value. To ensure ongoing support from Olympic Solidarity and to continue providing access to a wide range of participants, we aim to keep programme expenses at a reasonable level in the future.

As students, you are expected to maintain a mindset of gratitude and adaptability, understanding that the emphasis lies on the value of the educational content and the opportunity to learn from international experts, engage in intercultural exchanges, and apply your knowledge to real-life projects within the Olympic system.

By embracing this student perspective, MEMOS fosters a shared understanding that its primary goal is to maximize students' learning outcomes and contribute to the growth of the Olympic Movement. This mindset encourages collaboration, mutual support, and the development of strong professional relationships within the MEMOS community.

By being part of MEMOS, you commit to approaching your MEMOS journey with humility, recognizing that the true value lies in the unique learning experiences, networking opportunities, and friendships formed throughout the program. By aligning your expectations with the student perspective, we create an environment that prioritizes educational excellence, diversity, respect, friendship, and collaboration.

## Student Code of Conduct

In addition to the mission and values of the MEMOS Programme, all students are expected to adhere to the following code of conduct.



1. Academic Integrity:
  - 1.1. Students are expected to adhere to the principles of academic integrity, including honesty, fairness, and responsible scholarship.
  - 1.2. Plagiarism, cheating, or any form of academic dishonesty is strictly prohibited. All work submitted must be your original creation, and proper citation and referencing must be used when utilizing the work of others.
  - 1.3. Collaboration with other students is encouraged but must be within the guidelines set by the MEMOS professors. Always give credit where it is due.
2. Respectful Behavior:
  - 2.1. Treat all professors, staff, fellow students, and guest speakers with respect, regardless of their background, nationality, or views.
  - 2.2. Avoid any form of harassment, intimidation, discriminatory or derogatory language or behaviour based on race, ethnicity, gender, sexual orientation, religion, or any other protected characteristic.
  - 2.3. Respect all professors, staff, fellow students, and guest speakers' privacy and culture; do not take pictures or videos without the person's consent.
  - 2.4. Foster an inclusive and welcoming environment where diversity of thought and perspectives is valued.
3. Professionalism:
  - 3.1. Maintain a professional demeanour in all interactions related to the MEMOS Programme, both online and in-person.
  - 3.2. Ensure full attendance at all MEMOS sessions, lectures, meetings, and events to acquire all intended learning outcomes (in other words, complete in-person attendance is mandatory).
  - 3.3. Dress appropriately for programme activities, seminars, and events, adhering to any specific dress codes communicated.
  - 3.4. Punctuality is essential. Arrive on time for all scheduled sessions, lectures, meetings, and events.
4. Communication and Collaboration:
  - 4.1. Engage in respectful and constructive communication with professors, staff, and fellow students.
  - 4.2. Participate actively in discussions, group work, and other collaborative activities, contributing your ideas and perspectives while respecting the opinions of others.
  - 4.3. Use appropriate language and tone in all written and verbal communication, ensuring clarity and professionalism.



5. Confidentiality:

- 5.1. Respect the confidentiality of any sensitive information shared within the MEMOS Programme, including personal information, intellectual property, and any proprietary information disclosed by guest speakers or organizations.
- 5.2. Do not copy, share, distribute, or sell such information without proper written authorization.

6. Responsible Use of Resources:

- 6.1. Use the resources provided by the MEMOS Programme responsibly and solely for educational purposes.
- 6.2. Respect the intellectual property rights of others, including copyrighted material, and refrain from unauthorized use, reproduction, or distribution.

7. Compliance with Policies:

- 7.1. Familiarize yourself with and comply with all policies, rules, and regulations set forth by the MEMOS Programme, including those related to academic, financial, and general conduct.
- 7.2. Promptly report any suspected violations of this Code of Conduct to the appropriate programme authority.

8. Consequences of Violations:

- 8.1. Violations of the Student Code of Conduct may result in disciplinary action, ranging from warnings and academic penalties to suspension or expulsion from the MEMOS Programme, as deemed appropriate by the programme administration.

By enrolling in the MEMOS Programme, I acknowledge that I have read, understood, and agree to abide by this Student Code of Conduct. I understand that failure to comply with these guidelines may result in disciplinary actions and consequences.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_