

ACADEMIC STANDARDS

Plagiarism and Cheating

Academic honesty is a cornerstone of the educational community; therefore, students are expected to understand the standards of academic honesty as they pertain to students' behavior in the classroom.

Plagiarism: It is important for students to acknowledge sources that are used for completing classroom assignments. Plagiarism is a form of academic dishonesty.

Plagiarism may be any one of the following:

- Verbatim copying without proper documentation of the source(s).
- Paraphrasing without proper documentation of the source(s).
- Unacknowledged appropriation of information or ideas from someone else.

If students have any questions about these forms of plagiarism or about an assignment they are preparing, they should ask their instructor for clarification rather than risk unintentional plagiarism.

Cheating: It is important for students to act in an honest and trustworthy manner. Work performed on examinations or other forms of evaluation must represent an individual's own work, knowledge and experience of the subject matter. Students are expected to follow the classroom rules established by the instructor.

Cheating may be any one of the following:

- Unauthorized looking at or procuring information from any unauthorized sources or from another student's work during an examination or from any work that will be graded or given points.
- Unauthorized acquiring, reading or learning of test questions prior to the testing date and time.
- Changing any portion of a returned graded test or report and resubmitting it as an original work to be regraded.
- Presenting the work of another as one's own for a grade or points.
- Knowingly assisting another student in cheating.

This list is not all-inclusive and the list itself is not meant to limit the definition of cheating to just these items mentioned.

Consequences: The disciplinary action for cheating or plagiarism is up to the discretion of the instructor. The instructor may select one or more of the following options:

- Issue an oral or written notification and warn the student that further acts of this sort will result in additional disciplinary action.
- Issue an "NP" or a failing grade ("F") or "0" for the assignment in question.
- Refer the student to the Vice President of Student Services for disciplinary action.