



ACADEMIC HONESTY POLICY

Academic honesty is an extremely important factor in maintaining an educational environment which is fair, open and preserves the integrity of all students. Each student is responsible for helping to keep this environment intact. Academic honesty does not simply involve "not cheating," and it is not merely a personal matter. It involves the trust and respect of the teacher as well as the students. Consequences are severe for offenses and at the college level could even cause expulsion, the loss of scholarships, and inability to enroll in any educational institution for long probationary periods. It is critical that students understand the seriousness of academic dishonesty now and work in an honest manner. Academic Dishonesty includes the following offenses:

CHEATING: Intentional giving, or using, of outside assistance related to an examination, test, or quiz without permission from the teacher (including misuse of technology).

FABRICATION: Any falsification or intentional invention of data, sources, or other authority in an academic exercise.

UNAUTHORIZED COLLABORATION: Any collaboration between a student and another person at times or in ways which are not permitted such as turning in an identical piece of work.

PLAGIARISM: Any use (whether intentional or unintentional) of another person's ideas, words, or work as one's own. Plagiarism includes the misuse of published material, material generated by technology, or the work of another student.

THEFT OR ALTERATION OF TEACHER MATERIALS: Any theft, concealment, alteration, or distribution of materials such as answer keys, tests, etc.

LATE WORK: Late work is not accepted unless prearranged with the teacher. Assignments are due at the date and time set by the teacher.

TEST/ASSIGNMENT AVOIDANCE: A pattern of absences on test days or due dates is not acceptable. At the teacher's discretion, a pattern of test day or due date absence(s) may result in forfeiting the opportunity to make up the test or turn in the assignment. Assignment due dates are in effect whether a student is in school or absent.

CONSEQUENCES:

Staff members observing an act of Academic Dishonesty will confiscate the work and notify administration.

A first offense in violation of the Academic Honesty Policy carries the following consequences:

Referral to Principal, verified parent contact, a grade of zero on the assignment and a citizenship grade of U for the grading period in which the first offense occurred.

A second offense in the same class carries the following consequences:

Referral to Principal, verified parent contact, parent conference, a grade of zero on the assignment, and a citizenship grade of U in the grading period for which the second offense occurred. A second offense could result in an academic grade of F at the semester.

A third offense in the same class carries the following consequences:

Referral to Principal, verified parent contact, parent conference, an academic grade of F and a citizenship grade of U for the semester in which the third offense occurred.