

Academic Integrity Policy

Date Effective: Fall 2018

Issued By: Division of Student Affairs

Contact: Office of Judicial Affairs, 814-393-1918

Policy:

All students, including online-only and in-classroom students, shall maintain a high standard of honesty in scholastic work. As members of the university community, students have a responsibility to be familiar with the conduct regulations found in the university catalogs, Residence Hall Handbook, *Student Code of Conduct*, and *Community Standards* as well as other university documents. Among the conduct regulations addressed are acts of academic integrity, including plagiarism or cheating on assignments, examinations, or other academic work; or without prior approval of the instructor, submitting work already done for another course.

All students, including online-only and in-classroom students, shall avoid all forms of academic dishonesty, including, but not limited to:

1. **Plagiarism**—the use of another’s words without attribution or without enclosing the words in quotation marks. Plagiarism may also be defined as the act of taking the ideas or expression of ideas of another person and representing them as one’s own even if the original paper has been paraphrased or otherwise modified. A close or extended paraphrase may also be considered plagiarism even if the source is named. Downloading partial or entire text from one or more Internet paper mills and cutting/pasting entire and partial text from one or more Internet Websites constitute plagiarism.
2. **Collusion**—collaborating with another person in the preparation of notes, themes, reports, or other written work offered for credit, unless specifically permitted by the instructor.
3. **Cheating on an examination or quiz**—giving or receiving information or using prepared material on an examination or quiz.

4. **Falsification of data**—manufacturing, falsification of information, including providing false or misleading information, or selective use of data to support a particular conclusion or to avoid conducting actual research.

Complaints of academic dishonesty may be brought against a student by any member of the academic community. Sanctions for academic integrity can range from a failing grade on a particular assignment or examination to dismissal from the university, based on the seriousness of the action and whether it is part of a pattern of academic integrity based violations. Faculty members will submit information indicating that a violation of academic integrity occurred to the Office of Judicial Affairs at the Academic Integrity Referral Link on the Office of Judicial Affairs page (www.clarion.edu/judicial) to create a record of such infractions even if no further action is requested.

Sanctions extending beyond a particular course, such as suspension or dismissal from an academic program or from the university can only be imposed as a result of complaints filed under the *Student Code of Conduct* and/or *Community Standards* and addressed through a formal hearing before a University Conduct Board. Reports may be sent electronically using the Academic Integrity Report Form which is found on the Judicial Affairs webpage at www.clarion.edu/judicial.