

ACADEMIC INTEGRITY

The college community has the responsibility to make every reasonable effort to foster academic honesty and conduct. Academic dishonesty defrauds all those who depend upon the integrity of the College, its courses, degrees and certificates. Academic dishonesty occurs when a student attempts to show possession of a level of knowledge or skill, which he or she does not possess. It is the student's responsibility to know what constitutes academic dishonesty. If a student is unclear about a specific situation, he/she should speak to the professor. The following list includes, but is not limited to, some of the activities that exemplify academic dishonesty:

CHEATING:

- Copying, in part or in whole, from someone else's test.
- Submitting work presented previously in another course, if contrary to the rules of either course.
- Altering or interfering with grading.
- Using or consulting any sources or materials not authorized by the professor during an examination.
- Committing other acts, which defraud or misrepresent one's own academic work.

PLAGIARISM:

- Incorporating the ideas, words, sentences, paragraphs, or parts of another person's writing, without giving appropriate credit, and representing the product as your own work.
- Representing another's artistic/scholarly works (such as musical compositions, computer programs, photographs, paintings, drawings, or sculptures) as your own.
- Submitting a paper purchased from a research or term paper service.

OTHER SPECIFIC EXAMPLES OF ACADEMIC DISHONESTY:

- Purposely allowing another student to copy from your paper during a test.
- Giving your homework, term paper, or other academic work to another student to plagiarize.
- Having another person submit any work in your name.
- Lying to an instructor or college official to improve your grade.
- Altering graded work after it has been returned, then submitting the work for re-grading without the instructor's permission.
- Removing tests or examinations from the classroom without the approval of the instructor.
- Stealing tests or examinations.

- Having your work corrected for spelling or grammar, if contrary to the rules of the course.
- Forging signatures on drop/add slips or altering other college documents.

CONSEQUENCES OF ACADEMIC DISHONESTY:

Academic sanctions may be applied in cases of academic dishonesty.

Depending upon the seriousness of the infraction, you may:

- Receive a failing grade on the test, paper, or examination which may result in a lower course grade or failure in the course
- Under the standards of Academic Sanctions, you may be subject to:
 - A warning
 - Temporary exclusion from an activity or class
 - Censure
 - Disciplinary Probation
 - Suspension
 - Expulsion

The Dean of Enrollment Services maintains a record of students who have engaged in academic dishonesty. This information is used to identify and discipline students who have been reported for academic dishonesty more than once.