

Academic Misconduct

Golden Rule

A. Unauthorized Assistance

Using or attempting to use unauthorized materials, information or study aids in any academic exercise unless specifically authorized by the instructor of record. The unauthorized possession of examination or course related material also constitutes cheating.

- Copying or attempting to copy from another during an exam or on an assignment
- Preprogramming a calculator to contain answers
- Using a cheat sheet, prepared answers, written notes, or concealed information
- Using the internet to search for answers to graded assessments (posting questions to Course Hero, Chegg/Chegg Study, 24houranswers.com, Symbolab, Mathway.com, etc.

(these are some examples but not a comprehensive list)

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**B.
Communication to
another through
written, visual,
electronic, or oral
means**

The presentation of material which has not been studied or learned, but rather was obtained through someone else's efforts and used as part of an examination, course assignment or project.

- Communicating answers with another person during an exam. Texting questions and answers, mouthing answers, passing notes, giving signals to another, etc.
- Taking pictures of the exam and texting or emailing it to others
- Sharing questions and your answers with other students who have yet to take an exam
- Emailing another student your completed/graded paper, homework assignment, project, exam, lab report, etc. from a previous semester that another student is now enrolled in

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C. Commercial Use of Academic Material

Selling of course material to another person, student, and/or uploading course material to a third-party vendor without authorization or without the express express written permission of the University and the Instructor.

Course materials include but not limited to class notes, Instructor's power points, tests, quizzes, labs, instruction sheets, homework, study guides, and handouts.

- Use of commercial term-paper service, homework assignment websites, etc.
- Uploading or posting graded work, completed assignments, Instructor's syllabi, any materials created by a professor to a website
- Selling class notes, graded work, lab reports, research, etc. to another student

Contract Cheating Websites – Course Hero, Clutch Prep, Chegg Study, 24houranswer.com, Mathways, Symbolab etc.

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D. Falsifying or Misrepresenting Your Academic Work

- Forging signatures and/or documents associated with an internship, co-op, student teaching, etc.
- Completing a paper for another person or having someone complete a paper for you (both the student who does the paper and the student who has the paper done for them are in violation)
- Fabricating or altering information or data and presenting it as legitimate
- Lying to a professor regarding a death or tragedy in order to avoid taking an exam, meeting a deadline, etc.

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E. Plagiarism

Whereby another's work is used or appropriated without any indication of the source, thereby attempting to convey the impression that such work is the student's own.

According to the Council of Writing Program (WPA), plagiarism is defined as "In an instructional setting, plagiarism occurs when a writer deliberately uses someone else's language, ideas, or other original (not common-knowledge) material without acknowledging its source."

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Submitting the same academic work for credit more than once without the express written permission of the instructor.

Use of prior graded work for a course currently enrolled in. You wrote an “A” paper on civil rights in a History course last semester. You can’t reuse the paper in your political science class that you are currently enrolled in this semester.

F. Multiple Submissions

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**G.
Any Student Who
Knowingly Helps
Another Violate
Academic Behavior
Standards**

- You have already completed successfully a course and you want to help your best friend pass the same course. You give your friend all your class notes, exams, quizzes, papers, assignments, lab reports, etc. If your friend retypes one of your old papers and uses it as their own, you COULD be called into question regarding your intent of providing these materials.
- Your friend asks you in class for the answer to question #4 and you give it to them
- Providing answers to quiz or test questions posted in a GroupMe chat

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H. Soliciting Assistance with Academic Coursework and/or Degree Requirements

- The solicitation of assistance with an assignment, lab, quiz, test, paper, etc., without authorization of the instructor of record or designee is prohibited.
- This includes but is not limited to asking for answers to a quiz, trading answers, or offering to pay another to complete an assignment.
- It is considered Academic Misconduct to solicit assistance with academic coursework and/or degree requirements, even if the solicitation did not yield actual assistance (for example, if there was no response to the solicitation).

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