



**3344-21-02 Policy on academic misconduct.**

(A)

- (ii) Possessing, referring to, giving, or using in any way unauthorized electronic devices, transmissions or other materials when completing an academic assessment;
- (iii) Looking at, using, or obtaining unauthorized en  
completing an academic assessment;
- (iv) Giving or receiving answers, information, or materials from another individual when completing any academic assessment when not explicitly permitted by the instructor;
- (v) Utilizing or soliciting another person or

- (vii) Completing or participating in the completion of any portion of an academic assessment for another student to submit as his or her own work, including taking a quiz or an examination for another student, or writing any portion of an essay, paper, thesis, project, or dissertation for another student for submission in person or submitting to an online learning management system;
- (viii) Providing answers, information, or materials to another student in a manner not authorized by the instructor, including providing or submitting completed coursework.

(b) Plagiarism

the representations, or the words of another person/source without proper attribution. Examples of plagiarism include, but are not limited to:

- (i) Submitting material that in part or whole is not appropriate citations and attribution (including appropriate use of quotation marks);
- (ii) Using the words, ideas, or structure/sequence of another person or source without accurate and



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- (g) Gaining an unfair advantage: completing an academic assessment through use of information or means not available to other students or engaging in any activity

his or her academic work. Examples of gaining an unfair advantage include, but are not limited to:

- (i) Retaining, possessing, using, distributing or making public previous or current academic assessment materials when the instructor has indicated that those materials are not to be retained or shared or are to be returned to the instructor at the conclusion of the academic assessment or course (including originals, copies, reproductions, pictures and electronic or hard copy formats, or uploading to websites or providing for sale);
- (ii) Taking pictures of, making copies of, or reproducing any academic assignment materials when the instructor has indicated that those materials are not to be copied or reproduced in any form;
- (iii) using his or her academic work or ability to gain access to information to be used in the completion of an academic assessment;
- (iv) using his or her knowledge;
- (v) Removing or tampering with academic assessment materials, classroom, computer, or any other University space (physical or virtual/electronic);

- (vi) Violating the procedures intended to maintain the integrity of an academic assessment, including any procedures associated with online proctoring.
    - (vii) Using an electronic device in any capacity for any purpose when the assessment instructions strictly prohibit its use.
  - (h) Bribery: Offering money or any item or service to a faculty member or any other person to gain academic advantage for oneself or another.
- (2) Attempts to engage in any of the above actions will be treated the same as completed acts.
- (3) Students may be held responsible for committing academic dishonesty while enrolled in a course even if the student has withdrawn from, or subsequently withdraws from the course.
- (4)

be imposed, the following definitions apply:

- (a) - Minor infractions are instances of academic misconduct on an individual assessment which comprises less than twenty per cent of the overall course grade. Two or more instances of minor infractions within a course or across courses constitute a major infraction.
  - (b) - Major infractions are instances of academic misconduct on an individual class assessment which comprises twenty per cent or more of the overall course grade. Two or more instances of minor infractions within a course or across courses constitute a major infraction. The second minor infraction will result in a major infraction in the second course if both minor infractions did not happen in the same course.
  - (c) Program infractions comprise those instances of cheating which affect the integrity of the program. Examples include, but are not limited to, committing academic misconduct on capstone projects, theses, dissertations, portfolios, clinical activities, internships, and externships, or committing academic misconduct in more than one course essential to degree program completion. Other examples include falsifying documents or providing doctored transcripts.
- (7) Any member of the university community can raise allegations of academic misconduct. Generally, the



