

 <p><b>Confederation</b> COLLEGE</p> <p><b>COLLEGE PRACTICE</b></p>	Number: 5-5-01	
	Originator:	Vice President Academic & Student Services
	Approved By:	DRAFT PENDING APPROVAL
	Effective Date:	
	Replaces:	95-12-06
<b>ACADEMIC INTEGRITY</b>		

### 1. Purpose

The students, faculty, staff, and administration of Confederation College believe that academic integrity is central to the mission of the College. Commitment to academic integrity supports the mutual respect and learning that our community values. The Academic Integrity College Practice reflects these values.

### 2. Definitions

- 2.1 Academic dishonesty: a violation of academic integrity. Academic dishonesty takes the form of any kind of cheating in academic work, including taking credit for the work of others without crediting them, misrepresenting one's own work, fabricating information, and facilitating academic dishonesty in others.
- 2.2 Examples of academic dishonesty include, but are not limited to, the following:
  - 2.2.1 Plagiarism: representing the words or ideas of someone else as one's own; failing to attribute any of the following: quotations, paraphrases, or borrowed information.
  - 2.2.2 Cheating: using or attempting to use unauthorized information or materials in any academic exercise; copying from someone else's work; representing someone else's work as one's own; or violating rules and policies governing examinations, such as bringing pre-written work into an in-class examination or talking during examination.
  - 2.2.3 Fabrication: inventing or falsifying data, citations, or information.
  - 2.2.4 Facilitating academic dishonesty: intentionally helping or trying to help someone else commit an act of academic dishonesty.
- 2.3 Academic probation: the student and the Dean or Program Coordinator sign a written agreement specifying academic performance conditions required for the student to continue in a program or at the College.
- 2.4 Suspension: the student is removed from a course, program, or the College, by the Dean, for a period not less than the end of the current semester in which the student is enrolled. Suspension usually results in automatic failing grades in all courses in which the student is registered, and no fees are refunded for that semester.
- 2.5 Expulsion: the student is permanently removed from the College learning environment by the Dean.

### 3. Student Responsibilities for Upholding Academic Integrity.

Responsibilities of students for upholding academic integrity include the following:

- 3.1 Reading and becoming familiar with College policy and instructor expectations, as stated in the course instruction and the course materials, of academic integrity
- 3.2 Seeking clarification of principles and practices of academic integrity from the instructor or other academic resources, such as librarians, before completing assignments or attempting examinations
- 3.3 Completing assignments and examinations in accordance with the definition of academic integrity

### 4. Sanctions for Violations of Academic Integrity

- 4.1 Violations of academic integrity result in a failing grade for that assignment or examination. For assignments, the instructor may choose to allow the student to complete an alternate assignment for a reduced grade. Failing grades for violations are applied to the individual student or, for a group project involving academic wrongdoing, to a student group. Additional consequences may be applied.
- 4.2 Repeated violations of academic integrity have serious consequences. These consequences may include failing the course, being suspended from a program or certification, being placed on academic probation, having a permanent note added to the academic record, being suspended from the College, or being expelled from the College. These sanctions are assigned by officials with appropriate academic authority, such as the Dean, the program director, or other College officials.
- 4.3 Attempts to violate academic integrity may be treated as seriously as actual completed violations.
- 4.4 To remain in a full-time program of study, students are required, through academic achievement, to meet the prescribed program requirements as published in the course outline(s). Students not meeting academic criteria are required to meet with the Program Coordinator and/or Dean for advisement and academic planning. Consequences of not meeting academic criteria may include academic probation, suspension, or program transfer.
- 4.4 Students may request clarification and explanations of allegations of academic dishonesty. Disputes regarding academic dishonesty and sanctions will be resolved as specified in 5-1-02, Academic Dispute Resolution Policy.