

ACADEMIC INTEGRITY

Statement

Lake Region State College is committed to an environment of integrity. The college values academic achievement and expects students to be truthful, ethical and responsible in their academic work. Commitment to academic integrity is the responsibility of every Lake Region State College student and employee. The Academic Integrity Code is established to encourage students to be responsible for their own learning by completing assignments, preparing for lessons, and participating in class in ethical and honest ways.

Definition

Academic integrity is intellectual honesty, responsibility, and ethical behavior in scholastic conduct from use of information to actions in a classroom. It is the guide for the “pursuit of knowledge and understanding within a community of inquiry” (American University).

Examples

Examples of academic dishonesty include, but are not limited to the following:

1. **Cheating** is receiving or sending, or attempting to receive or send information, answers, data, etc. not otherwise permitted by the instructor.
 - Receiving, sharing, or transmitting information before or during an exam to someone who will be or is taking the exam
 - Looking at another student’s test during an exam or allowing another students to look at your exam
 - Copying from another student’s test or homework assignment with or without the other student’s permission
 - Working with another student on a test or an assignment without authorization
 - Using unauthorized material (texts, calculators, smart phones, paper, websites, notes on computer)to obtain answers or information for a test
 - Using passwords or electronic signatures of other individuals for any reasons, including to take a test for another person
 - Sharing answers for an assignment
2. **Plagiarism** is using someone else’s work in part or whole and passing it off as the student’s own whether intentionally or not intentionally.
 - Using exact words or phrases without citing the source
 - Buying a paper from an online source or a person
 - Using a paper someone else has done either for you specifically or for another class
 - Without documenting the source, modifying the information or combining the information from more than one source to make it appear original
3. **Collusion** is the unauthorized collaboration with another person in preparing any academic work offered for credit.
4. **Fabrication** is falsifying data, research, sources, statistics, as well as information or verification.

- Citing a statistic from a source without being sure if the numbers are correct
- Combining sources but claiming only one of the sources
- Forging of signatures on any form requiring another person's verification
- Misrepresenting situations such as
 - claiming a member was present on a group project when he or she was absent or left early
 - claiming you handed in work, implying the teacher lost it or the LMS didn't accept it
 - claiming a family event, illness, emergency or funeral when, in fact, there is none

Consequences

Instructors have the authority to determine how an incident of scholastic dishonesty will affect a student's grade. Situations may differ in severity and consequences as determined by individual instructors.

If a student has an academic grievance, the grievance must be submitted in writing by following the appeals procedure found in policy 800.31.