

ACADEMIC INTEGRITY POLICY

Students are expected to adhere to the highest standards of honorable conduct in academic matters. If students and faculty are to build a learning community, it is essential that students present their own work in their classes. The following situations constitute a breach in academic integrity:

1. Cheating (*the use or attempted use of unauthorized materials, information, or study aids*)
2. Fabrication/falsification (*intentional falsification or invention of information, including false sign-in*)
3. Plagiarism (*the use of another's ideas, words, data, or product, including tables and figures, without proper acknowledgment*)
4. Identical work (*submitting work for multiple purposes without permission or submitting work that closely parallels another student's submission when collaboration is not allowed*)
5. Assisting in dishonesty (*helping or attempting to help another commit an act of academic dishonesty, tampering with evaluation materials, distributing unauthorized questions or answers related to an examination/test*)
6. Misuse of electronic resources (*the use of unauthorized electronic resources to complete an assignment*)

All incidents of willful dishonesty or plagiarism will be reported in writing to the Chief Academic Officer. Possible actions that may be taken by a faculty member who suspects a student of academic dishonesty (after conversation with the student in order to determine the student's awareness of the problem) are listed below. In order to protect both student and faculty involved, either the appropriate Division Chair/Dean or the Chief Academic Officer must be present during any action taken beyond the oral reprimand/ counseling stage:

1. Oral reprimand [by faculty member]
2. Requirement to resubmit work or retake an examination/test [by faculty member]
3. Reduction of grade or failing grade on assignment/exam [by faculty member with Division Chair/Dean or CAO]
4. Reduction of grade for the course [by faculty member with Division Chair/Dean or CAO]
5. Failing grade for the course [by faculty member with Division Chair/Dean or CAO]

If a satisfactory resolution is not reached after these actions have been taken, either faculty or student may refer the matter to the Academic Policies Committee for resolution, which will address the issue using the regularly established procedures for academic appeals.

At the discretion of the CAO, repeat offenses may result in suspension or administrative dismissal from the university.

All of the above procedures must be carried out in accordance with the Warner Pacific University Education Records Policy in compliance with the Family Education Rights and Privacy Act (Public Law 93-380).