

ACADEMIC HONESTY

Academic honesty demands the highest standards of ethics and personal integrity. Although it is probably easier to define academic dishonesty by referring to what constitutes plagiarism and cheating our overriding core values at New Westminster Secondary center around respect for the integrity of all. It is important students understand how to properly reference a source so that there is no confusion on what constitutes plagiarism.

The statements below help define what constitutes Plagiarism and Cheating:

Plagiarism:

- Unacknowledged use of another person's work (written or visual) and the presentation of that work, in whole or in part, as one's own
- Assisting in the act of plagiarism by allowing one's work to be used in the above fashion.
- The term applies to an entire assignment, or to any part of it.
- Submitting assignments done by others, including assignments downloaded from the web without references, and including work done by tutors or student mentors.

Cheating:

- Any attempt by a student to complete an examination or assessment by unfair means.
- Obtaining or providing unauthorized information during an examination through verbal, visual, or unauthorized use of books, notes, text, electronic devices or other materials.
- Using a cell phone during a test or exam not authorized by the teacher
- Citing a source from which material was not obtained
- Taking an examination for another student, arranging for another person to take one's place
- Failing to take responsible measures to protect answers from use by other students
- Altering or changing text answers after submission for grading
- Altering or changing grades after grades have been awarded
- Altering or changing other academic records once these are official
- Making any other attempt to improve grades using means that have not been or would not be approved by a teacher
- Submitting work that is not one's own
- The use of unauthorized materials, items or devices to gain an unfair advantage in schoolwork, especially tests and labs, and includes copying another's work, and allowing one's work to be copied by another.
- Resubmission of work by a student that has been used in identical or similar form to fulfill any academic requirement. Students who do so without prior permission from their instructor are subject to penalty.

The consequences for cheating and plagiarism at NWSS may include:

- Parent contact by teacher
- Student required to meet with the grade counsel and/or administrator AND incident recorded in Student Information System in form of Office Referral