**IC 4**

**Academic Dishonesty**

**PURPOSE**

Defines academic dishonesty (plagiarism and/or cheating) and establishes procedures for instructors to use when it occurs.

**SUMMARY**

Plagiarism occurs when a student submits work of another as his/her own or fails to credit words, works or ideas borrowed from another source.

Cheating occurs when a student uses unauthorized notes to complete an exam, takes an examination for another student, copies answers from other students’ examinations or engages in similar conduct intended to falsely represent, or that results in falsely representing, his/her academic capabilities.

Instructors should define consequences for academic dishonesty in each course syllabus. For each incident, instructors will inform the student of the criteria by which plagiarism or cheating were determined.

**STANDARD**

1. Students who knowingly provide material to another student for the purpose of committing, or assisting other students to commit, an offense of academic dishonesty are also subject to the provisions of this standard.
2. Instructors should be aware of the Student Conduct and Disciplinary policy stated in Clackamas Community College’s Student Handbook.

(http://www.clackamas.cc.or.us/Student\_and\_Academic\_Support.aspx)

1. The instructor maintains the exclusive right and responsibility to determine grades. In cases of cheating or plagiarism, the instructor is responsible for discussing academic integrity with the student and deciding how to handle the situation. Among the instructor’s options are:
   1. Requiring that the assignment be redone; or
   2. Issuing a failing grade for the assignment on which the cheating or plagiarism occurred; or
   3. Issuing the student a failing grade for the class; or
   4. Initiating the Student Conduct & Discipline process
2. Instructors are advised to keep the evidence and/or write an account of the incident

involving academic dishonesty in case of redress.

**APPROVALS**

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| College Council | May 16, 2014 |
| College Council | March 3, 2006 |
| ISP Committee | November 2, 1999 (Reviewed/No change) |
| Instructional Council | August 10, 1994 |