

BURROUGHS HIGH SCHOOL STANDARDS ON ACADEMIC HONESTY

Burroughs High School requires, along with state educational law and simple ethics, that students apply the principles of truth and honesty as they pursue their academic goals. The application of these principles means that all academic work will be done by the student to whom it is assigned, without unauthorized aid of any kind.

In order for students to apply these principles, they must understand the definition of cheating and plagiarism as accepted by Burroughs High School.

Definition of Plagiarism (Survey of Colleges)

Plagiarism is defined as the act of using the ideas or work of another person or persons as if they were one's own (either intentionally or unintentionally), without giving credit to the source. Such an act is not plagiarism if the thought or idea is common knowledge.

Acknowledgement of an original author or source must be made through appropriate references, i.e., quotation marks, footnotes, or commentary. Examples of plagiarism include, but are not limited to the following: submission of a work, whether in part or in whole, completed by another; submission of a work taken from computer-generated resource materials, including the Internet and other on-line services, failure to give credit for ideas, statements, facts or conclusions which rightfully belong to another; in written work, failure to use quotation marks when quoting directly from another, whether it be a paragraph, a sentence, or even a part of a sentence, close and lengthy paraphrasing of another's writing. A student who is in doubt about the extent of acceptable paraphrasing should consult the instructor.

Definition of Cheating (Survey of Colleges)

Cheating is defined as the act of obtaining or attempting to obtain or aiding another to obtain academic credit for work by the use of any dishonest, deceptive or fraudulent means. Examples of cheating during an examination include, but are not limited to, the following: copying, either in part or in whole, from another's test or examination; discussion of answers or ideas relating to the answers on an examination or test unless such discussion is specifically authorized by the instructor; giving or receiving copies of an examination without the permission of the instructor; using or displaying notes, "cheat sheets," or other information or devices inappropriate to the prescribed test conditions. Students who plagiarize or who alter/interfere with the grading procedures are also considered guilty of cheating.

It is often appropriate for students to study together or to work in teams on projects. However, such students should be careful to avoid the use of unauthorized assistance, and to avoid any implication of cheating, by such means as sitting apart from one another in examinations, presenting the work in a manner which clearly indicates the effort of each individual, or such other method as is appropriate to the particular course.

Procedures/Penalties for Plagiarism or Cheating

1. A student who has cheated or plagiarized
 - will receive a "0" on the assignment;
 - may receive an additional penalty, up to failing a segment of the course;
 - a second, or repeat, offense will receive an "F" for the semester and lose the units earned for the course and will not be allowed to transfer to another course for credit, in place of that failed course.
2. The consequences and penalty for plagiarizing or cheating beyond a "0" for the assignment will be determined at a conference to be called by the student's counselor. The conference will include the student and his/her parent, the teacher, the department chair, the counselor, and an administrator. The decision of this conference will be considered final, and no other on-campus appeal will be allowed.
3. A student who knowingly aids or condones another student's plagiarizing or cheating will be considered as guilty as the other student of the offense. Similar penalties may be invoked.