



# Don't Do It!



## Honesty is always the best policy.

The University of Alberta is committed to the highest standards of academic integrity and honesty. Students are expected to be familiar with these standards regarding academic honesty and to uphold the policies of the University in this respect. Students are particularly urged to familiarize themselves with the provisions of the Code of Student Behaviour (found online at [www.ualberta.ca/governance](http://www.ualberta.ca/governance)) and avoid any behaviour that could potentially result in suspicions of cheating, plagiarism, misrepresentation of facts and/or participation in an offence. Academic dishonesty is a serious offence and can result in suspension or expulsion from the University.

Students who contravene the Code of Student Behaviour are often under the false impression that leniency will be a standard response to first offences and that they won't have to face any real consequences for their actions. All forms of academic dishonesty are unacceptable at the University. Any suspected offence in a science course will be reported to the Faculty of Science. The Faculty of Science is committed to student rights and responsibilities, and adheres to due process and administrative fairness as outlined in the Code of Student Behaviour. Every year significant numbers of students are found guilty of academic misconduct in a variety of Science courses.

Anyone who is found in violation of the Code of Student Behaviour is likely to receive a sanction. Typical sanctions include **conduct probation**, a **mark reduction** or a **mark of 0 on an assessment**, a **grade reduction** or a **grade of F in a course**, a **remark on the transcript**, and a recommendation for **suspension** or **expulsion**. Students whose actions cause harm to other students (for example, to personal reputation) should expect more severe penalties.

## The consequences are serious!

- You may have a disciplinary record denoted on your transcript for a period of 2 years.
- Your GPA is lowered substantially if you receive an F8. This grade may impact your GPA and lead to your being required to withdraw, without the right to appeal, if your GPA falls below Satisfactory Standing (2.0).
- You might lose your scholarship or be denied admission (or risk future chances of admission) into another program (for example, Medicine, Pharmacy, Dentistry, Business, Education or Graduate Studies).
- Suspension can set back or prevent graduation.
- Resentment of your fellow students – honest students don't want to see their grades diminished by those who cheat on exams and plagiarize written work.

## There are no excuses!

It is critical you understand your professors' expectations. Ignorance is not an acceptable defense. Here are some ethical choices:

- 1) Don't procrastinate: practice good time management and start assignments early.
- 2) Take a reduced grade, even a zero; these are better than an F8 (disciplinary failing grade) and a suspension.
- 3) Talk to your professor if you run into difficulty.
- 4) Reduce your course load to what *you* can manage.
- 5) Do not share your work and help your friends to cheat.

## Examples of academic offences:

### Plagiarism

- Using any text/words, phrases, ideas or images from books (including encyclopedias), articles - including the internet - without proper citation.
- Paraphrasing incorrectly or without proper citation.
- Copying (in whole or in part) essays, text, answers, assignments or lab reports from another student or any other source (even if you cite the source). Copy and paste is easy to do, but it is wrong.
- Submitting an essay, assignment or report that was (in whole or in part) submitted in another course.

### Cheating

- Using or possessing unauthorized materials (notes, textbook, cheat sheet, calculator, iPhone, etc.) during an exam.
- Using unauthorized internet search engines or online studying services for an assignment or during an exam.
- Copying or simply looking at another student's answers or allowing another student to see your answers on an assignment or during an exam.
- Unacceptable levels of external compositional or editorial assistance by a paid or unpaid tutor.

### Misrepresentation of Facts

- Making up data or sources for reports or assignments.
- Changing answers on a corrected exam and re-submitting it for a mark increase.
- Making false statements (for instance, regarding the reason for a deferred exam request) to any member of the university community.

### Participation in an Offence

- Aiding another student in their violation of the Code (for example, sharing through any means your partial or completed assignment/lab report so they can copy). By this act, not only are you committing a punishable academic offence but you also jeopardize the academic integrity of the other student by "helping" them to plagiarize and/or cheat.

Please familiarize yourself with the following web resources:

#### **Code of Student Behaviour**

[www.ualberta.ca/governance/resources/policies-standards-and-codes-of-conduct/code-of-student-behaviour](http://www.ualberta.ca/governance/resources/policies-standards-and-codes-of-conduct/code-of-student-behaviour)

#### **Office of Student Conduct and Accountability**

[www.ualberta.ca/provost/dean-of-students/student-conduct-and-accountability](http://www.ualberta.ca/provost/dean-of-students/student-conduct-and-accountability)

#### **Office of the Student Ombuds**

[www.ualberta.ca/current-students/ombuds](http://www.ualberta.ca/current-students/ombuds)