

## Plagiarism and Academic Dishonesty

*To be signed by parents and students (gr 7-12) each school year and kept in the family's file with the ES.*

Honest behavior is an expectation for all students. By signing this form, parents and students acknowledge their understanding of the school's plagiarism and academic dishonesty policy. The purpose of this policy is to create and maintain an ethical academic atmosphere.

### Definition of Plagiarism: According to Dictionary.com:

1. The unauthorized use or close imitation of the language and thoughts of another author and the representation of them as one's own original work.
2. A piece of writing or other work reflecting such unauthorized use or imitation.

### Examples of Plagiarism and Academic Dishonesty:

- Using someone else's words, sentences, paragraphs, or entire paper without acknowledging the source
- Paraphrasing someone else's ideas, opinions, or theory without acknowledging the source
- Imitating someone else's structure or argument without acknowledging the source
- Using more of a source than you acknowledged in your citation
- Copying a fellow student's work and turning it in as your own, OR allowing such to happen
- Buying an essay, paper, or written work online without acknowledging the source
- Using teacher manuals or answer keys

If you do any of the above listed, even if you did not intend it, you have committed plagiarism and academic dishonesty.

### Consequences of Plagiarism:

Our school will not tolerate plagiarism or academic dishonesty. If an ES suspects or has confirmed that a student has committed plagiarism or academic dishonesty, a meeting will be held with the student, parent and the ES. This meeting will be conducted to:

1. Confirm the student has conducted plagiarism or academic dishonesty
2. Set up a plan to help the student learn about plagiarism and dishonesty, and how to avoid it in the future.
3. Explain that the student will receive an F for the work turned in

If the student commits plagiarism or academic dishonesty additional times, the ES will take the information to school administration. Consequences will increase in severity, at the discretion of the school. Consequences may include but are not limited to, lowering the grade for the course, failing the course, withholding the teacher's guide until all work is completed, requiring a back end teacher for online courses, requiring an AESS contract for the teacher to grade the work, a discussion regarding whether independent study is the correct setting for the student etc.

Family # \_\_\_\_\_

ES Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

7th - 12th Grade Student Signatures: