

What is plagiarism and cheating at the Chambersburg Area Senior High School?

The Chambersburg Area Senior High School is committed to teaching students how to become ethical users of information and ideas. Students will be held accountable for proper documentation and honest work. Furthermore, students will be expected to submit original work that accurately references all sources of information utilized for assignments. Plagiarism and cheating are regarded as serious offenses and will be addressed appropriately. It is an expectation that all departments and students adhere to and enforce this policy.

Plagiarism demonstrates a lack of integrity and character and a false view of a student's strengths and weaknesses, which interferes with the assessment and feedback processes that are necessary for academic growth. Plagiarism is defined as:

- Copying another person's ideas or work whether intentional or not, in whole or in part, from a print or non-print source, and attempting to pass them off as one's own.
- Deliberate and/or consistent lack of proper documentation and citation in the project or paper.
- Presenting the work of tutors, parents, siblings or friends as one's own work.
- Supporting plagiarism by providing work to others, whether it is believed it will be copied or not.
- Submitting material that was used previously for another assignment.
- Citing sources that are not actually sources.

As with plagiarism, cheating demonstrates a lack of integrity and character, leaving the instructor with an unclear view of the student's strengths and weaknesses. Cheating prohibits students from demonstrating competence and hinders instructors from gauging their teaching methods. Cheating is defined as:

- Exchanging assignments with other students whether it is believed they will be copied or not.
- Using any form of memory aid during test or quizzes without the expressed permission of the instructor.
- Giving or receiving answers before, during, or after a quiz, test, etc. It is the responsibility of the student to secure his/her own papers so other students will not have the opportunity to copy.
- Taking credit for group work when the student has not contributed an equal or appropriate share toward the final result.
- Accessing a test or quiz for the purpose of determining the questions in advance of administration.
- Using summaries/commentaries (such as, but not limited to *Cliffs Notes*, *Spark Notes*, etc.) in lieu of reading the assigned materials.

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If a teacher has sufficient reason to believe that a student is participating in academic dishonesty, the teacher will determine the level of the violation and what action to take. In the case, where the violations are deemed to be significant or repetitive, CASHS administrators will determine the appropriate course of disciplinary action.

Student:

My teacher has reviewed this document with me and I understand its content and implications.

Name of student (Please print)

Student signature _____ Date _____

Parent/Guardian:

I have read this document and discussed it with my son/daughter. We understand its content and implications.

Name of parent/guardian (Please print)

Parent/guardian signature _____ Date _____
Contact phone number _____