



WCS Online High School Academic Integrity Policy

All students need to be aware of the importance of academic honesty. The following information elaborates on what is in your course syllabus and is meant to clarify this issue. If you have a question about academic honesty, please ask your WCS Online High School teacher before agreeing to this document. Your digital signature on the Google Form indicates that you have read this carefully, understand what academic honesty is, and are prepared to bear the consequences of academic dishonesty if you practice it in any form. A student's lack of awareness or signature will not be an acceptable excuse for engaging in any form of academic dishonesty.

I. WHAT ARE THE MOST COMMON FORMS OF ACADEMIC DISHONESTY?

A. PLAGIARISM: This is when an individual uses another person's ideas, expressions, or writing as if they were his/her own.

1. Copying verbatim- The most common form and happens when an individual copies words, expressions, or ideas directly from another source (e.g. book, article, Internet site, lab report, friend's paper) without giving proper credit to the author.

2. Paraphrasing- An individual borrows written ideas from a source and rewrites them in his/her own words, but does not give credit to the original author.

3. Use of an idea- An individual adapts an idea from a source without giving proper credit. (e.g. This could happen when asked to write an original piece such as a short story, you borrow an idea from a TV program, video, article, or classmate).

4. Unequal group participation- It is also considered cheating when a group is assigned an assignment as a team and the individuals do not do an equal share of the work, e.g., one member does the assignment and the other members copy from him/her instead of contributing their share.

B . SHARING IDEAS DURING TEST SITUATIONS: (e.g., sharing answers on a take-home exam, asking/telling other students what is on a quiz/test)

C. CHEATING ON TESTS AND QUIZZES: (e.g., bringing answers into the test room, sharing answers, copying from another student, or using unauthorized notes or technology)

II. WHAT HAPPENS WHEN A STUDENT IS INVOLVED IN ACADEMIC DISHONESTY?

The teachers and administrators expect all students to do their own work and not submit as their own work ideas from a resource book, another student, or any other source. This expectation refers to all homework, in-class assignments, and tests. Teachers will report cases of academic dishonesty to the assistant principal. The consequences may include, but are not limited to:

A. A grade of zero regardless of the subject or nature of the assignment or type of test. The teacher will hold a phone conference with the parent. An opportunity to resubmit the assignment or retake the contest with the final grade being the average of the zero and the grade the student earns on the resubmitted/retaken assignment or test.

B. A conference is scheduled with an administrator, the teacher, the student, and his/her parents. The student loses credit for the assignment or test. The teacher will assign an alternative assignment for partial credit.

C. Disciplinary consequences may be sanctioned against a student whose actions do not directly involve an assignment or test but whose actions do fall into academic dishonesty. The teacher will hold a phone conference with the parent.

D. Any of these penalties may be administered alone or in combination with any of the aforementioned penalties for academic dishonesty for second and multiple offenses. Students with multiple offenses may receive discipline as severe as removal from the online course and/or future enrollments in WCS Online High School.

III. HOW CAN I AVOID THE PROBLEM OF ACADEMIC DISHONESTY?

If you have any doubts about your academic habits or about what constitutes academic honesty in a given class or on a given assignment, ask your teachers. They will tell you what the acceptable and permissible parameters are for their assignments, tests, or classes.

You will verify your acceptance of this policy when you submit your Academic Integrity Agreement form by agreeing to the following statement:

I understand the seriousness of academic dishonesty in its various forms, and I know how to avoid it. I will not engage in any form of academic dishonesty. If I do so, I understand and accept that I will be given appropriate consequences.