

Academic honesty means the work you turn in is truly yours — your thinking, your words, your effort. Here's how to keep it that way in every VLAC course:

1

Use Your Own Words: Learning happens when you process information and explain it yourself. Make sure you understand a concept well enough to describe it without copying the exact words of a parent, friend, website, translator, or AI tool.

2

Verify Your Facts: Not everything online is accurate. Before you submit an idea or claim, check it against a second reliable source to make sure it's true.

3

Cite Your Sources: When you use someone else's idea - even paraphrased - give them credit using MLA or APA format. Direct quotes need quotation marks and a citation, too.

4

Do Your Own Work: Don't buy, borrow, or copy someone else's assignment - including a friend's paper, a purchased essay, or an AI-generated response - and submit it as your own.

What the VLAC Student/Parent Handbook Says:

"It is expected that Students only submit their own original school work for credit. Academic misconduct occurs when a Student submits work which is not their own. Plagiarism or the copying of information directly from other sources without proper citation is prohibited. Purchasing, borrowing, or obtaining materials and presenting it as the Student's own work is also prohibited. The Instructor may authorize Students to collaborate on assignments with appropriate guidelines."

View the full policy at osisd.us/vlac-sp-handbook.

What if a Violation Happens?

VLAC follows a consistent Academic Integrity Response Plan. Depending on the situation, this can include a teacher conversation, a chance to redo the work, notification of a parent/guardian, or more serious consequences for repeated issues. When in doubt, ask before you submit - not after.

Note

Students taking courses through third-party vendors (such as Imagine Learning or Lincoln Learning) are also subject to that vendor's specific course policies, which are outlined in each course syllabus.

AI tools can be genuinely helpful for learning - but they can also cross into academic dishonesty fast. The rule of thumb: AI can help you think, but it can't do your thinking for you.

DO

- Ask AI to brainstorm topics or ideas for a project.
- Use AI to explain a concept you're stuck on.
- Ask AI to summarize a long reading to help you understand it.
- Practice a foreign language by conversing with AI.
- Use AI to help build a study schedule or practice quiz.
- Have AI read text aloud to support accessibility.
- Tell your teacher how you used AI when asked.
- Ask your teacher if you're unsure whether AI use is allowed.
- Tell your teacher which tools you're using to help with your work — including Grammarly and other writing/grammar helpers — before you submit, not after.

DON'T

- Copy/paste an essay or test question into AI and submit the response as your answer.
- Copy an AI response and edit a few words before submitting it.
- Use an AI-generated image, video, or song in place of your own project work.
- Ask AI to write an essay or discussion post in a foreign language for you.
- Use AI to answer test or quiz questions.
- Assume an AI response is always accurate — always double-check it.
- Enter personal information (your name, address, school ID, etc.) into an AI tool.
- Assume a tool is "safe" just because it doesn't call itself AI — many grammar and writing apps (like Grammarly) use AI features that can trigger AI-detection flags.

When you use AI, tell your teacher how you used it. View the full policy in the student handbook at osisd.us/vlac-sp-handbook.

A note on Grammarly and similar tools.

Imagine Learning courses run an AI-detection tool on submitted assignments. Grammarly and similar writing/grammar tools include AI-assisted features (like rewriting suggestions or full-sentence rewrites) that can trigger that flag — even when you're only using them to check spelling and grammar. Be careful about which features you use, and always tell your teacher which tools you used before you submit your work. When in doubt, ask first.

Rules can Vary by course platform

Imagine Learning and Lincoln Learning courses may have their own AI guidance in the syllabus - always check there first, and ask your content teacher if you're not sure.

Misuse counts as academic dishonesty

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