



Don't do it!



Honesty is always the best policy

The academic community depends on academic honesty. The Faculty of Arts has a zero tolerance policy when it comes to plagiarism and cheating. In the past year, despite warnings such as this handout, over 150 students were charged by the Faculty of Arts alone under the *Code of Student Behaviour*. **A common sanction** for Academic Offences is a **Grade of F** in the course and a remark on the student's transcript indicating that the grade was the result of inappropriate academic behavior. Students are also suspended or expelled from the University! Don't jeopardize your academic career by cheating.

As a student, you should never condone cheating as it undermines the value of your degree!

There are no excuses for cheating! Here are some **ethical choices** if you run into difficulty:

- 1) Talk to your Professor.
- 2) Take a reduced grade, even a zero; these are better than an F and a suspension.
- 3) Don't procrastinate: start assignments immediately; you will normally have to juggle other assignments and cannot count on enough time if you delay.
- 4) Reduce your course load to a level that *you* can manage given *your* personal non-academic circumstances.
- 5) Talk to Counselling and Clinical Services 2nd floor SUB).

Counselling & Clinical Services
2-600 SUB
PH 780-492-5205

Academic Support Centre
2-703 SUB
PH 780-492-2682

The Consequences are serious!

- Your **GPA is lowered** substantially if you receive an F on your transcript. This grade is averaged into your GPA and may lead to you being **required to withdraw** if your GPA falls below Satisfactory Standing (2.0).
- You might **lose your scholarship or admission** (or future chances of admission) into other programs such as Graduate Studies, Law, Business, Education, or Medicine.
- A grade of F or a suspension will delay **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.

Here are some examples of the most common academic offences reported:

Plagiarism:

- Using any text/words, phrases, ideas or images from books (including encyclopedias), articles—including the **Internet**— without proper citation.
- **Paraphrasing** without providing proper citation also constitutes plagiarism. **ASK**, if you're in doubt!
- Copying (in whole or in part) answers, essays, assignments or lab reports from another student.
- Submitting an essay, assignment or report that was (in whole or in part) submitted in another course.
- Buying a paper or having a friend write your paper and submitting it as your own work

Cheating:

- Use **or possession** of unauthorized materials (notes, textbook, cheat-sheet, cell phone) during an exam.
- Copying or simply looking at another student's answers during an exam **or** allowing another student to see your answers during an exam.
- Unacceptable levels of editorial assistance by a paid or unpaid tutor. If you are unsure what is acceptable, **ASK!**

Misrepresentation of Facts:

- Making up data, sources or page numbers for reports, assignments or essays.
- Changing answers on a corrected exam and re-submitting it for a mark increase.
- Exaggerating/ faking illness to support assignment or exam extensions. Remember, deferred exams are granted for **incapacitating** illnesses.

Familiarize yourself with the following web resources:

[Truth in Education](#)

[Code of Student Behaviour](#)

[Student OmbudService](#)



UNIVERSITY OF ALBERTA
FACULTY OF ARTS