

**STUDENT ACADEMIC INTEGRITY**

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UA Cossatot holds academic integrity, respect for ideas, and intellectual property as a valuable component in academic studies. UA Cossatot insists that all students approach their studies and their relationships with faculty, staff and other students honestly. Dishonesty will not be tolerated and students will be held accountable for violations. Students, faculty, and staff share responsibility with regard to authentic expression of ideas.

The faculty and administration have established and follow procedures that address the student's behavior or, as a last resort, removes the student from the institution.

Each member of the College staff adhere rigorously to this policy and its procedures.

HLC Criterion: 2D; 2E.4

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**Policy History:**

July 13, 2020  
January 12, 2015  
January 1, 2011  
November 27, 2009

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Academic Integrity is defined as: a commitment to five fundamental values: honesty, trust, fairness, respect, and responsibility. Academic dishonesty includes any act that gives an unfair advantage or is damaging to the reputation or performance of the academic community.

Such acts may include, but are not limited to:

- I. Cheating
  - a) Collaborating with or seeking aid from another student during an examination, quiz, laboratory experiment, or any other academic exercise in which the student is not expressly permitted to work jointly with others.
  - b) Using any device, implement, or other form of study aid during an examination, quiz, laboratory experiment, or any other academic exercise without the faculty member's permission.
  - c) Substituting for another student or permitting another student to substitute for oneself, to take a test or other assignment or to make a presentation.
  - d) Copying from the examination or work of another person or source.
  
- II. Theft or Falsification
  - a) Theft of or unauthorized access to an exam, answer key or other graded work from previous course offerings or online resources.
  - b) Submission or use of falsified data.
  - c) Using false statements to obtain additional time or other accommodation.
  - d) Misrepresenting facts (e.g., providing false information to postpone an exam, obtain an extended deadline for an assignment, or even gain an unearned financial benefit)
  - e) Unauthorized alteration or invention of any information or citation in an academic exercise. Falsification involves altering information for use in any academic exercise. Fabrication involves inventing or counterfeiting information for use in any academic exercise.
  
- III. Multiple Submissions
  - a. Submitting essentially the same written assignment for two courses without authorization
  
- IV. Abuse of resource materials
  - a) Mutilating, destroying, concealing, or stealing material or property of the institution

V. Plagiarism

Plagiarism is defined as the representation of the words or ideas of another as one's own in any academic work. Plagiarism includes:

- a) Not properly identifying and citing direct quotations
- b) Failing to include citations for material paraphrased or summarized from any source
- c) Omission of a Works Cited or Reference page.

VI. Any other acts (or attempted acts) that violate the basic standard of academic integrity or helping another to commit an act of academic misconduct.

Instructors reserve the right to determine punishment at the course level. Instructors will submit the completed Academic Integrity Form to the Vice Chancellor of Academics, who holds records of all offenses within the institution. The Vice Chancellor of Academics will then respond to the offense at the institutional level.

Possible disciplinary actions may include:

- A. *Warning:* Instructors reserve the right to give a warning to the student, lower the grade, or assign an F in the course, according to the instructor's discretion and determination of the severity of the offense. When a final exam is involved, the offense automatically moves to the most severe. Instructors may also require the student to complete the Academic Integrity Course at the Educational Resource Center to address the problem. Instructors must file all offense reports and the disciplinary action with the Office of the Vice Chancellor of Academics.
  - B. *Completion of the Academic Integrity Course:* The Vice Chancellor of Academics, on behalf of the institution, may require the student to complete the Academic Integrity Course through the E.R.C. During this the student may be placed on an Academic Integrity Hold by the Vice Chancellor of Academics until requirements are met. The hold will be removed and the student will be allowed to register once requirements are completed in full.
  - C. *Probation:* During probation, a student may still enroll and attend classes and participate in college events and programs; however, organization, department, divisional, or national by-laws or policies may prevent students from participation in a leadership or organizational role. During probation the student may be placed on an Academic Integrity Hold by the Vice Chancellor of Academics. The student must receive approval from the Vice Chancellor of Academics to enroll in courses during the probationary period. Once this period concludes without additional acts of misconduct, the student is returned to good standing with the UA Cossatot.
  - D. *Suspension:* During the one-year period of suspension, the student is considered not to be in good standing with the College and is not allowed to attend classes or participate in college related events and programs. Once this period concludes without additional acts of misconduct, the student is returned to good standing with the College.
  - E. *Expulsion:* The student may not enroll again at any UA Cossatot campus.
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**Procedure History:**

June 22, 2020  
October 30, 2017  
June 15, 2017

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