

WMHS Academic Integrity Policy 2006-2007

Cheating is defined by Webster's New International Dictionary of the English Language as "using dishonest methods to gain an advantage." Webster's definition of **Plagiarism** is "to steal or purloin and pass off as one's own the ideas, words, artistic productions of another; to use without due credit the ideas, expressions, or productions of another." Cheating and Plagiarism are unacceptable behaviors at WMHS. All teachers shall make students aware of what cheating and plagiarism are and how these behaviors undermine the learning process. They shall make all students aware of the consequences of cheating and/or plagiarism. Teachers shall structure assignments and tests so as to minimize the opportunity for student plagiarism and/or cheating.

MCPS and WMHS policy formally establishes cheating and plagiarism as violations of the discipline code (see WMHS Student Handbook: page 12, violation #6; page 13, violation #16; page 14, violation #31.) The IB Diploma *Vade Mecum* states "it is the responsibility of the...teacher to ensure that all candidates' material for assessment is prepared according to the requirements of their subject; ...all work submitted to IBO for moderation or assessment must be authenticated by a teacher, and must not include any instances of suspected malpractice." Furthermore, colleges have academic honesty policies that spell out very serious consequences for cheating and plagiarism. Accordingly, the AP/IB Instructional Support Team, in conjunction with staff and administration, has elected to adopt a formal policy of Academic Integrity in AP and IB courses at WMHS. In this, we hope to delineate the steps to be taken and punishments meted out when students cheat and/or plagiarize. Violations of academic honesty will be divided into three levels. These levels are determined by the importance of the assignment and premeditation of the student.

Level One: Violations will be dealt with by the teacher in the classroom. Students who are found guilty of level one violations will receive a zero on the suspect assignment.

Level one violations include [but are not limited to]:

- copying homework
- looking on another's test or quiz (aka "wandering eyes")
- letting another student look on a test or a quiz
- using other secretive methods of receiving or giving answers on a test or quiz (including unauthorized electronic transmission of information)
- taking information from another source that is not properly attributed
- working with others on an assignment that was meant to be done by individuals
- unexcused absences on test days

A second level one violation will be considered a level two violation and will be dealt with accordingly.

Level Two: Violations are severe and will be dealt with by the teacher, parents, Coordinator, Guidance Counselor, and/or Administration.

Level two violations include, but are not limited to:

- taking papers from the Internet, other publications, or other students
- taking any part of a test to use or give to others
- submitting a computer program that has been developed by another
- using a “crib sheet” on an assessment

These violations involve serious ethical issues; therefore, any student who is guilty of a level two violation will both receive a zero on the suspect assignment and will be required to attend a parent/teacher conference. Notice of the level of transgression may be shared with other faculty members. Students who are found guilty of level two violations will be ineligible for National Honor Society membership for their next eligible year.

If plagiarism occurs, the student must still meet the minimum requirements of the course by rewriting the assignment according to teacher specifications. The points on this assignment will not be added to the student’s local score, but may be submitted to the IBO for assessment.

A second level two violation will be considered a level three violation and will be dealt with accordingly.

Level Three: Level three violations are extreme and will be dealt with by the administration of the school.

Level three violations would include [but are not limited to]:

- Stealing examinations
- Altering grades on a computer database

Sanctions would include [but not be limited to] level two interventions, as well as removal from the course and/or program, suspension, or recommendation for expulsion.

Student Name (please print)

Student Signature

Parent Signature

Date_____

Date_____