



## ACADEMIC INTEGRITY

As a school community, UMS defines **academic integrity** as being fair with oneself and others about academic work, despite the challenges one may face. This means that as a student, no matter how much pressure there is to achieve, be it academic or personal in nature, one must never betray oneself or others by giving in to that pressure and compromising one's integrity by cheating or plagiarizing. Integrity and honesty are essential components of responsible citizenship and character.

One goal of UMS is to offer guidelines for Academic Integrity and to avoid activities that qualify as *cheating* or *plagiarism*. According to Webster's New College Dictionary, 2001, a person cheats when engaged in acts that are dishonest or unfair to gain an advantage. Plagiarism is the act of stealing and using the ideas and writings of someone else as one's own. [Regulation 5600](#)

The most common forms of cheating or plagiarism occur when a student:

- Submits a paper written entirely or partly by another person.
- Copies another student's homework (even with permission from peers).
- Copies from another student during an assessment.
- Obtains and submits an assignment from the Internet or other electronic media.
- Uses "Cut & Paste" in lieu of original production.
- Copies a published author's words, phrases, sentences, or ideas (published authors, periodicals, encyclopedias, and internet sites) without citation.
- Talks to another student before or during an assessment or about the assessment, thus providing an advantage to the student prior to taking the test.
- Changes an answer after the paper/assessment has already been graded.
- Creating accounts, documents, websites, and or resources to impersonate any staff member or student via any avenue, social media or other.
- Inappropriate use of AI tools on an assignment/assessment as determined by the teacher

## Violation of Academic Integrity Policy

If/When a student makes the mistake of academic dishonesty on a graded assignment or assessment, the following policy will be implemented in all grades and content disciplines:

**1st Offense** = The content discipline teacher will write up an office referral, informing administration of the incident, as well as communicating the incident with the parent/guardian. The Student will engage in a restorative action (to be determined by the teacher or administration) and be given the opportunity to complete a retake for up to 60%.

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**Subsequent Offenses** = The content discipline teacher will write up an office referral, informing administration, who is now tracking the incidents, so that a pattern is not created. In addition to contacting the parents/guardians, the administration will continue the progression of restorative practice and consequences. The student will still be permitted to retake for up to 60%.