

Academic Dishonesty policy

Canadian Institute of Osteopathic Therapy (CIOT College)

Academic Dishonesty Policy 2023.08.27

Section 1: Plagiarism

Plagiarism Defined: According to the Merriam-Webster Dictionary, Plagiarism is, “the act of using another person’s words or ideas without giving credit to that person.” It may also be considered “the practice of taking someone else’s words or ideas and passing them off as one’s own.” Other known terms for plagiarism include: copying, stealing, appropriation, and academic dishonesty.

CIOT assumes that students entering their first years of study at a post-secondary institute may not fully comprehend the concept of plagiarism or academic integrity. This is considered as a “developmental” stance where the disciplinary act is structured accordingly.

Students will risk an accusation of plagiarism and/or self- plagiarism if they do any of the following:

- Use words written by another person as if they were their own without providing appropriate documentation and/or citation
- Use, in whole or in part, words and/or ideas without acknowledging/referencing the source
- Reproduce the substance or structure of another person’s work without proper citation, documentation and/or referencing Submit the same assignment or partial assignment to two or more instructors without written permission from all instructors and without proper referencing
- Download work from any source without acknowledging and referencing the source. This includes, videos, films, database, internet sources, lecture, print-based material, and televised, podcast, and radio transmissions.

Instructors can investigate any essay or assignment they suspect might contain plagiarized material using any of the resources available at the College including plagiarism detection software, and may engage the assistance of other Faculty members or administrators in their investigation.

Students will risk an accusation of academic dishonesty if they cheat on an exam or display any behaviour that deviates from instructions on an assignment, quiz, and/or exam sheet. Cheating can take the form of crib notes, use of technology or any items when prohibited, using or sharing answers from a classmate’s quiz or exam or any forbidden sharing of information between students that violates the established rules governing the administration of the exam.

Section II: Academic Dishonesty and Exam Integrity

Academic dishonesty which includes, but is not limited to, any word, action or deed performed alone, or with others, for the intent of providing an unfair advantage or benefit to self or other students, including:

- Cheating
- Plagiarism

- Unapproved collaboration
- Alteration of records
- Bribery
- Lying
- Misrepresentation
- Use of aids which have not been expressly permitted
- The use of technologies for audio and video recording of lectures and other classroom activities is permitted only with the express permission of the instructor.
- Recording of unscheduled or non-classroom activities including, but not restricted to, meetings with faculty and College administration are not permitted.
- Theft or solicitation of another student's assignment or papers, unadministered tests or other academic work and/or material
- Intentionally helping or attempting to help another student to commit any act or academic dishonesty

Student(s) will risk an accusation of academic dishonesty if they cheat on an exam, assignment, or display behavior that deviates from instructions on exams, assignments, and/or quizzes.

First Offense (Plagiarism or Cheating on an Exam/Assignment): For a first offense of plagiarism or cheating on an exam or assignment, the consequence will be an automatic failing grade for that particular exam or assignment. This serves as an initial reminder of the importance of academic integrity and the seriousness of these actions. Where cheating is strongly suggested, but not proven a rewrite may be mandated for the purposes of re-evaluating the student. Failure to rewrite will result in a zero.

Second Offense (Plagiarism or Cheating on an Exam/Assignment): In the unfortunate event of a second offense, the consequences escalate to a failing grade for the entire course. This underscores the significance of adhering to our policies and emphasizes the need for consistent ethical behavior.

Third Offense (Plagiarism or Cheating on an Exam/Assignment): If a student commits plagiarism or cheating for a third time, the consequence becomes academic suspension. This is a significant step that allows the student time to reflect on their actions and reconsider their commitment to academic honesty.

Subsequent Offenses: For repeated offenses beyond the third, it is our policy to consider the possibility of academic termination. Such cases will be reviewed carefully, with all parties involved taking into consideration the individual circumstances and the broader impact on the academic community.

