

ACADEMIC INTEGRITY POLICY

Tacony Academy Charter Prep School is a place where learning and academic achievement are based on the character traits of respect, excellence, accountability, consideration, and honesty. We hold our students to the highest standards of performance and integrity and expect each student and staff member to maintain those standards and strive for continuous improvement. We expect our students to take responsibility for their actions to maintain academic honesty. This will support a positive teaching and learning environment for everyone.

TYPES OF VIOLATIONS

Cheating: Copying, using or attempting to use unauthorized materials, information, or study aids in any academic exercise.

Facilitation: Helping or attempting to help another student violate any provision of the Academic Integrity Policy.

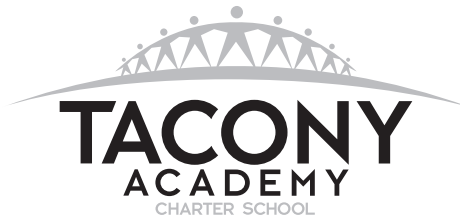
Falsification: Making up information/data or a citation in any academic exercise and forgery.

Plagiarism: Representing the words or ideas of another as one's own in any academic exercise.

Please Note: Use of an electronic device to aide in violating the Academic Integrity Policy is a Level 2 violation.

LEVEL 1 VIOLATIONS

- Copying another student's homework, class work, or ideas without the instructor's permission. (cheating/plagiarism)
- Allowing another student to copy homework or class work without the instructor's permission. (facilitation)
- Not acknowledging another writer's ideas or direct words within a given assignment. A list of resources alone is not sufficient. (plagiarism)
- Copying or paraphrasing an excerpt from the Internet or any other resource without citing the source. (plagiarism)



LEVEL 2 VIOLATIONS

- Cheating on exams, tests, or quizzes, including failure to follow behavioral and procedural guidelines before, during, and after testing situations. (cheating)
- Copying or buying an essay, lab report, or project and submitting it as one's own. (cheating/plagiarism)
- Using an assignment from a student who previously took the class and submitting it as one's own (cheating). Providing that assignment to a current student. (facilitation)
- Using a computer translator in a World Language class without the teacher's permission. (cheating)
- Obtaining information about the content of an exam, test, or quiz from a student who has already taken the exam/quiz. (cheating)
- Providing information about the content of an exam, test, or quiz to a student who has not yet taken the exam/quiz. (facilitation)
- Making up a source to use as a citation in an assignment. (falsification)
- Any academic integrity violation not listed.

CONSEQUENCES for VIOLATIONS

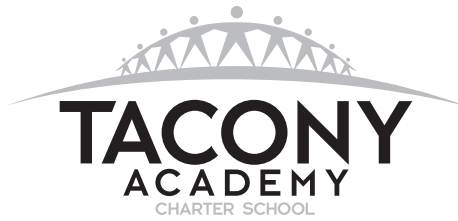
LEVEL 1 VIOLATION:

1ST OFFENSE:

- Parent/guardian notified and student fails assignment or
- Disciplinary referral to and conference with administrator or
- other discipline under the student code of conduct

2ND (OR SUBSEQUENT*) OFFENSES:

- Student fails assignment and
- Disciplinary referral to administrator for assignment to two day suspension or other discipline under the student code of conduct



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LEVEL 2 VIOLATION:

1ST OFFENSE:

- Student fails assignment and
- Disciplinary referral to administrator for assignment to or
- other discipline under the student code of conduct

2ND (OR SUBSEQUENT*) OFFENSES:

- Student fails assignment and
- Disciplinary referral to administrator for suspension from school or other discipline under the student code of conduct
- Offenses are cumulative throughout a student's career at Tacony Academy Charter Prep School.

A violation of the Academic Integrity Policy may impact a student's continued enrollment at Tacony Academy Charter Prep School.

My signature below indicates...

- I understand that cheating, falsifying, facilitating dishonesty, or plagiarizing on exams, tests, quizzes, assignments, projects, or any other schoolwork is a violation of the Tacony Academy Charter Prep's Academic Integrity Policy.
- I understand that helping another student violates Tacony Prep's academic integrity standard or sharing my schoolwork with another student without specific teacher permission is a violation of the Tacony Academy Charter Prep's Academic Integrity Policy.
- I understand that I am accountable for my actions and I will accept responsibility and consequences for my actions.

Student Printed Name & Date

Parent/Guardian Signature & Date

Modified from the University of Maryland's Office of Academic Integrity