

## STUDENT CODE OF CONDUCT: Academic Dishonesty

Taken from the Student Rights and Responsibilities:

<http://louisville.edu/dos/students/studentrightsandresponsibilities>

Academic dishonesty is prohibited at the University of Louisville. It is a serious offense because it diminishes the quality of scholarship, makes accurate evaluation of student progress impossible, and defrauds those in society who must ultimately depend upon the knowledge and integrity of the institution and its students and faculty.

Academic dishonesty includes, but is not limited to, the following:

1. ***Cheating:***

- a. Using or attempting to use books, notes, study aids, calculators, or any other documents, devices, or information in any academic exercise without prior authorization by the teacher.
- b. Copying or attempting to copy from another person's paper, report, laboratory work, computer program, or other work material in any academic exercise.
- c. Procuring or using tests or examinations, or any other information regarding the content of a test or examination, before the scheduled exercise without prior authorization by the teacher.
- d. Unauthorized communication during any academic exercise.
- e. Discussing the contents of tests or examinations with students who have not yet taken the tests or examinations, if the instructor has forbidden such discussion.
- f. Sending a substitute to take one's examination, test, or quiz, or to perform one's field or laboratory work; acting as a substitute for another student at any examination, test, or quiz, or at a field or laboratory work assignment.
- g. Conducting research or preparing work for another student, or allowing others to conduct one's research or prepare one's work, without prior authorization by the teacher. Except when otherwise explicitly stated by the teacher, examination questions shall become public after they have been given.

2. ***Fabrication:***

Inventing or making up data, research results, information, or procedures, such as:

- a. Inventing or making up data, research results, information, or procedures.
- b. Inventing a record of any portion thereof regarding internship, clinical, or practicum experience.

3. ***Falsification:***

Altering or falsifying information, such as:

- a. Changing grade reports or other academic records.
- b. Altering the record of experimental procedures, data, or results.
- c. Altering the record of or reporting false information about internship, clinical, or practicum experiences.
- d. Forging someone's signature or identification on an academic record.
- e. Altering a returned examination paper in order to claim that the examination was graded erroneously.
- f. Falsely citing a source of information.

4. *Multiple Submissions:*

The submission of substantial portions of the same academic work, including oral reports, for credit more than once without prior authorization by the teacher involved.

5. *Plagiarism:*

Representing the words or ideas of someone else as one's own in any academic exercise, such as:

- a. Submitting as one's own a paper written by another person or by a commercial "ghost writing" service,
- b. Exactly reproducing someone else's words without identifying the words with quotation marks or by appropriate indentation, or without properly citing the quotation in a footnote or reference.
- c. Paraphrasing or summarizing someone else's work without acknowledging the source with a footnote or reference.
- d. Using facts, data, graphs, charts, or other information without acknowledging the source with a footnote or reference. Borrowed facts or information obtained in one's research or reading must be acknowledged unless they are "common knowledge." Clear examples of "common knowledge" include the names of leaders of prominent nations, basic scientific laws, and the meaning of fundamental concepts and principles in a discipline. The specific audience for which a paper is written may determine what can be viewed as "common knowledge." For example, the facts commonly known by a group of chemists will differ radically from those known by a more general audience. Students should check with their teachers regarding what can be viewed as "common knowledge" within a specific field or assignment, but often the student will have to make the final judgment. When in doubt, footnotes or references should be used.

6. *Complicity in Academic Dishonesty:*

Helping or attempting to commit an academically dishonest act. The academic units may have additional guidelines regarding academic dishonesty. It is the student's responsibility to check with their teachers and academic units to obtain those guidelines.