Sample Statements Regarding Academic Integrity

Academic honesty standards can vary widely from course to course at the discretion of the instructor. Some instructors permit students to collaborate or complete work as a group, while others prefer students submit individual answers. Some faculty prohibit collaboration of any kind on course assignments.[1]

The following are example academic honesty communications from course syllabi or from major course assignments. Several of these statements have been adapted from specific courses published online by Princeton University[1], while others are based on statements used in UGA courses.

You are welcome to reuse, revise, or remix the statements below to suit your needs.

General Course Statements

Group Work

Collaborative learning—that is, working together on assignments with one or more classmates or other students—can often be a very effective technique for mastering material. It can also get you into a lot of trouble (collaborating on an assignment that you are required to do you by yourself is called "cheating," and it can put you in front of a disciplinary committee). Rules differ from assignment to assignment and course to course. When in doubt, ask.

Here are some rules and some guidelines applicable to this course:

<u>Reading assignments.</u> You can always gather with classmates to discuss readings in advance of class. Doing so is a great way to learn the material. Keep in mind, however, that reading itself is a solitary act—you need to read cases on your own before you begin discussing them with others. If you rely on other people to tell you what they say, you will have a limited understanding. Studies also suggest that when students read material in groups, they learn it less well, as reading gives way to talking.

<u>Individually authored papers.</u> You may ask classmates (or other students) to read a draft of your paper, to identify flawed or unpersuasive arguments, and to mark grammatical errors or awkwardly written sentences. You may <u>NOT</u>, however, have any other person revise or edit the paper for you. Nor may you allow them to suggest new or better arguments that you did not come up with yourself. In other words, you are responsible for generating both the content of the paper and its style or presentation, and you cannot allow anyone else to take these responsibilities from you.

<u>Joint projects.</u> On these projects, I encourage you to collaborate fully with the other students assigned to your topic. You can edit one another's drafts of the background memo, for example. You can also rehearse your oral presentations, and you can accept suggestions from your partner about how to improve your arguments. (These rules apply, however, only to collaborations with other students assigned to your team; the rules of individually authored papers apply regarding other students in the class and with regard to anyone not in the class.)

1 "Sample Course Syllabus Statements Regarding Academic Integrity." Office of the Dean of Students. Princeton University. April 11, 2022. https://odoc.princeton.edu/resources/sample-course-syllabus-statements-regarding-academic-integrity

Allowable Resources

The resources that you are allowed to access in [insert course] include the following:

- [insert acceptable resources]

Please contact me at [insert preferred form of contact] for permission before using any resource not listed above. If you use a resource that is not authorized by me, I have the responsibility to report the case to the Office of Academic Honesty as a potential violation of the Honor Code.

Formatting

In this course, we will use [insert type] formatting. You can find the [insert type] style guide at [insert resource]. You are expected to use this formatting on the following assignments: [list assignments]. Failure to cite sources, intended or not, may lead to plagiarism; I have the responsibility to report the case to the Office of Academic Honesty as a potential violation of the Honor Code.

Copy Editing (Language course)

As *A Culture of Honesty* makes clear, you are not allowed to submit someone else's work for a grade as if it were your own. In any University course, this means that you are not allowed to take someone else's work and present it as if it were your own. But in a language class such as this, it means additionally that the common practice of asking someone to look over your own work to check it for typos, grammar mistakes, and word choice before you hand it in – a practice actively encouraged in some courses – is strictly verboten. It is precisely spelling, grammar and word choice (among other things) that form the basis of evaluation in this course, and any graded assignment, written or oral, is assumed to represent your own language competence. For graded assignments we allow you to use dictionaries (including online lexicons such as Beolingus, LEO or dict.cc), but not online translation tools, foreign language spell-check or other such writing aids, and you are not allowed to consult native or fluent speakers (including classmates) for help.

Evidence of violating these guidelines will result in Facilitated Discussion with the Office of Academic Honesty. No one, your instructors included, wants that to happen. It is therefore your responsibility, if you are unsure of what is and what is not allowed, to discuss the assignment with your instructor and then to adhere to the instructor's guidelines rigorously.

Group Work Permitted, Individual Submissions (Economics course)

You may work with other students on the problem sets, but the answers you submit must represent your own understanding of the solutions. Direct copying is not permitted and will be treated as cheating. In any event, it is not in your own interest to rely heavily on others in doing the problems. As with mathematical or analytical subjects, econometrics can be understood only by working problems. If you do not do most of the problems yourself, understanding of the course will suffer, as a result, so will your grade.

Group Work Permitted, Group Submissions (Engineering course)

You are encouraged to work together on the homework assignments. You should, however, be certain that you understand and can reproduce any work that you turn in.

Students working in groups of 2-3 can submit a single homework assignment. All students will receive the same grade. When submitting a group assignment, please list everyone's name that participated in the group and the following statement must be written and signed by all students: "We agree that we have contributed equally to the preparation of this assignment."

Must Submit Own Work (Computer Science course)

Programming is an individual creative process much like composition. You must reach your own understanding of the problem and discover a path to its solution. During this time, discussions with other people are permitted and encouraged. However, when the time comes to write code that solves the problem, such discussions (except with course staff members) are no longer appropriate: the code must be your own work. If you have a question about how to use some feature of Java, the operating system, or some other relevant application, you can certainly ask your friends or the teaching assistants, but specific questions about code you have written must be treated more carefully. For each assignment, you must specifically describe in your readme.txt file, whatever help (if any) that you received from others and tell us the names of any individuals with whom you collaborated. This includes help from friends, classmates, lab TAs, and course staff members.

Do not, *under any circumstances,* copy another person's code. Incorporating someone else's code into your program in any form is a violation of the honor code. This includes adapting solutions or partial solutions to assignments from any offering of this course or any other course. Abetting plagiarism or unauthorized collaboration by "sharing" your code is also prohibited. Sharing code in digital form is an especially egregious violation: *do not e-mail your code or make your source files available to anyone*. There is one exception to the code-sharing rule: You may adapt code from the course materials provided you explain what code you use and cite its source in your comments. An example citation appears in StdGaussian.java.

Novices often have the misconception that copying and mechanically transforming a program (by rearranging independent code, renaming variables, or similar operations) makes it something different. Identifying plagiarized source code is easier than you might think. Not only does plagiarized code quickly identify itself as part of the grading process, but also, we can turn to software packages (such as Alex Aiken's renowned MOSS software) for automatic help.

This policy supplements the University's academic regulations, making explicit what constitutes a violation for this course. *A Culture of Honesty* states:

> "No student may complete, attempt, or help another engage in academic dishonesty on academic work. Any dishonest act can be a violation of the policy, whether intended or not. If you have any questions about these matters, please consult a course staff member."

If you have any questions about these matters, please consult a course staff member. Violators will be referred to a Facilitated Discussion with the Office of Academic Honesty. Penalties for violating the honor code may include [insert potential sanction(s) here].

Assessment Statements and Agreements

Pre-Assessment Statement

"I will be academically honest in all of my academic work and will not tolerate academic dishonesty of others." – Student Honor Code

By signing below, I agree that this work will be completed according to the following guidelines (check all that apply):

☐ This work was completed by me, without contacting other students, tutors, or persons

☐ The only notes I used were those created by the instructor and myself for this course

☐ The only book I used was the course textbook

☐ (etc.)

Pre-Assessment Statement

Please copy the statement below and sign your name if you agree to abide by those instructions:

I understand that this exam is [open/closed note/book] and that I may only use the following resources for completing the assignment: [list allowed resources]

X_____

Pre-Assessment Statement

Please explain below how you completed the work honestly (approx. 100 words):