

# OAKLAND MILLS HIGH SCHOOL

## ACADEMIC INTEGRITY CODE

Oakland Mills High School is a place where learning and knowledge are based on the core values of **PRIDE: Pride, Respect and Responsibility, Integrity, Diversity, and Empowerment toward Achievement**. 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 Oakland Mills students to take responsibility for their actions and thus maintain academic honesty and a positive learning environment.

### TYPES OF INFRACTIONS

- Cheating:** Using or attempting to use unauthorized materials, information, or study aids in any academic exercise. Examples of cheating include:
- Copying another student's homework, class work, or ideas without the instructor's permission.
  - Cheating on exams, tests, or quizzes, including failure to follow behavioral and procedural guidelines before, during, and after testing situations.
  - Copying or buying an essay, lab report, or project and submitting it as one's own.
  - Using an assignment from a student who previously took the class and submitting it as one's own work.
  - Using a computer translator in a world languages class without the teacher's permission.
  - Obtaining information about the content of an exam, test, or quiz from a student who has already taken the exam/quiz.
- Fabrication:** Making up information/data or a citation in any academic exercise or forging documents. Examples of fabrication include:
- Making up a source to use as a citation in an assignment.
  - Making up data for a laboratory report.
- Facilitation:** Helping or attempting to help another student violate any provision of the Academic Integrity Code. Examples of facilitation include:
- Allowing another student to copy homework or class work without the instructor's permission.
  - Providing a current student with an assignment given in a previous year.
  - Providing information about the content of an exam, test, or quiz to a student who has not yet taken the exam/quiz.
  - Failure to report an instance of academic dishonesty.
- Plagiarism:** Representing the words or ideas of another as one's own in any academic exercise. Examples of plagiarism include:
- Not acknowledging another writer's ideas or direct words within a given assignment. A list of resources alone is not sufficient.
  - Copying or paraphrasing an excerpt from the Internet or any other resource without citing the source.
- Other:** Any academic integrity infraction not listed.

## CONSEQUENCES FOR INFRACTIONS

**Level One** infractions may occur because of inexperience or lack of knowledge of the principles of academic integrity and are often characterized by the absence of dishonest intent on the part of the student committing the infraction. These infractions generally are quite limited in extent or occur on a minor assignment, and they represent a small fraction of the final grade for the quarter (i.e. a daily homework assignment).

- Teacher-managed
- Student/teacher conference
- SIR with parent phone call
- Zero credit for the assignment (with no opportunity to redo)
- Detention or other teacher-managed consequence under OMHS PBIS

**Level Two** infractions tend to occur because of dishonest intent on the part of the student committing the infraction. These infractions generally are quite profound in extent or occur on a major assignment, and they involve a serious breach of academic integrity. A level two infraction may also occur due to a repeat level one infraction.

- Administrator-managed
- Student/teacher conference
- Referral with parent phone call
- Zero credit for the assignment (with no opportunity to redo)
- Saturday School, suspension or other consequence under HCPSS code of conduct

### **Note**

Offenses are recorded throughout a student's career at OMHS and will be reviewed as part of future disciplinary proceedings regarding academic integrity. In addition, a student's disciplinary record is considered during the application process for all honor societies and most colleges & universities. A breach of the Academic Integrity Code may impact a student's continued participation in any honor society, as well as a teacher's choice to complete recommendation letters for colleges, scholarships, and other programs.

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My signature below indicates...

- I understand that cheating, fabrication, or plagiarism on exams, tests, quizzes, assignments, projects or any other schoolwork is a breach of the Oakland Mills High School Academic Integrity Code.
  
- I understand that facilitation, helping another student violate the Academic Integrity Code or sharing my schoolwork with another student without specific teacher permission, is a breach of the Oakland Mills High School Academic Integrity Code.
  
- I understand that I am accountable for my actions, and I will accept responsibility and consequences for them.

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Student Printed Name Date

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Student Signature Date

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Parent/Guardian Signature Date

White-Homeroom Teacher-student signature only  
Yellow-Homeroom Teacher-student and parent/guardian signature  
Pink-Student