



Title: Academic Honesty and Integrity Policy	
Written by: Curriculum Committee	
Date Initiated: 4/2007	Date Revised: 4/2012; 4/2014; 4/2016
Approved by:  _____ Chancellor	Governing Board Approval: _____ Date
<u>1/12/2016</u> Date	<u>1/12/2016</u> Date

PURPOSE

It is the goal of Trinity College to promote a sense of honesty and integrity on the part of students in fulfilling their academic requirements.

POLICY AND PROCEDURE

In order for an academic community to teach and support appropriate educational standards, an environment of collaboration, trust, and individual responsibility must be maintained. It is the student’s responsibility to achieve their educational obligations in a fair and honest manner. Students found responsible for plagiarism and/or cheating can face both academic and disciplinary action.

Plagiarism is the act of presenting another’s work as your own. Plagiarism takes several forms. Any of the following, without full acknowledgement of the original source, is plagiarism:

1. Passing of words and/or images of another as one’s own.
2. Passing of the ideas of another as one’s own.
3. Using the original organizational scheme or plot of another as one’s own.

Examples of Plagiarism include, but are not limited to:

- Copying someone else’s words without using quotation marks and citing (giving credit to) the source.
- Misrepresenting someone else’s words or ideas or quoting them inaccurately.
- Citing the wrong source.
- Paraphrasing or summarizing someone else’s words or ideas without citing the source.

- Submitting one's own work which has already been submitted for a grade in another course or another session of the same course.

If plagiarism is suspected, the faculty member will discuss the "suspect" work with the student. The student in question may prepare a written statement of facts regarding the work in question. If the student has plagiarized, he/she will be entered into corrective action. Corrective action can include any of the following:

- Failing of the assignment/exam
- Requiring the student to re-do the original assignment
- Assigning a failing grade for the course
- Dismissal from the College

Cheating is viewed as an offense of severe nature. Each student is responsible for the authenticity of his/her own work. Students found cheating can be disciplined up to and including dismissal from the College without the opportunity for grievance.