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 Parent Policy: Student Academic Integrity Policy

## Student Academic Integrity Policy Appendix A: Academic Misconduct

<b>Office of Accountability:</b>	Office of the Provost and Vice-President (Academic)
<b>Office of Administrative Responsibility:</b>	Vice-Provost and Dean of Students
<b>Approver:</b>	General Faculties Council (Committee on the Learning Environment and Student Affairs)

### 1. Plagiarism

Representing the words, ideas, images, data or other analogous work of another individual or other source as the student's own

- a. in any **course element** in a course or program of study, or
- b. in any other academic and/or scholarly activity.

### 2. Examination Cheating

In an examination, test, quiz or other similar assessment activity that takes place as part of a course element (including proctored or non-proctored, in-person, take home, or online assessment activities):

- a. obtaining or attempting to obtain information from another student or other unauthorised source,
- b. giving or attempting to give information to another student, or
- c. using, or attempting to use or possessing for the purposes of use any unauthorised material or device, or.
- d. Representing or attempting to represent oneself as another or attempting to have oneself represented by another in an examination, test, quiz or other scholarly activity.

### **3. Contract Cheating**

Using a service, company, website, or application to

- a. complete, in whole or in part, any course element, or any other academic and/or scholarly activity, which the student is required to complete on their own; or
- b. commit any other violation of this policy.

This includes misuse, for academic advantage, of sites or tools, including artificial intelligence applications, translation software or sites, and tutorial services, which claim to support student learning.

### **4. Unauthorised Collaboration**

Collaborating with others on course elements intended to be completed independently, contrary to the express instructions of the instructor, in order to gain unfair academic advantage. This should not be interpreted as precluding authorised collaboration or cooperation designed to help the student develop or enhance skills to create their own work or to gain insight into potential problems they may need to address. Examples of unauthorised collaboration include, but are not limited to:

- a. Submitting any assignment as the student's own work which contains
  - i. material generated by anyone other than the student named on the assignment, and
  - ii. without acknowledgement and the express permission of the instructor.
- b. Representing another's substantial editorial or compositional assistance on a course element, or any other academic or scholarly activity, as one's own work.
- c. Knowingly advising, encouraging, aiding or assisting another person, directly or indirectly, to commit any violation under this policy.

### **5. Misrepresentation**

- a. Misrepresenting pertinent facts to any member of the university community for the purpose of obtaining unfair academic advantage.
- b. Including in any course element or scholarly activity a statement of fact the student knows to be false, a reference to a source the student knows to contain fabricated claims (unless acknowledged by the student), or a fabricated reference to a source in any academic submission for assessment or credit.

- c. Failing to provide pertinent information on an application for admission.
- d. Misrepresenting or falsifying academic credentials, or altering an official university certification document or transcript for use in external applications including but not limited to, jobs, grants, co-op, placements, and other professional activities.

**6. Unauthorised Resubmission**

Submitting in any course or program of study, without the written approval of the course Instructor, all or a substantial portion of any course element which has previously been submitted for credit in another course or which has been or is being submitted by the student in another course or program of study in the university or elsewhere.

**7. Misuse of University Academic Materials or Other Assets**

- a. Gaining access to, distributing, or receiving any confidential academic material such as pending examinations, laboratory results or the contents thereof from any source without prior and express consent of the instructor.
- b. Selling, taking, distributing or sharing course or research materials not owned by the student, including but not limited to lecture materials, biological, chemical or other assets, handouts, assignment or exam questions, slide presentations and other similar materials without the instructor’s or owner’s consent.

**8. Research and Scholarship Misconduct**

Committing a violation of the *Research and Scholarship Integrity Policy*.

**DEFINITIONS**

<i>Any definitions listed in the following table apply to this document only with no implied or intended institution-wide use.</i>	
<b>Academic misconduct</b>	Prohibited conduct as set out in Appendix A of the <i>Student Academic Integrity Policy</i> .
<b>Course element</b>	Any activity or work product submitted for evaluation in a course or program of study including, but not limited to, written or oral exams, take home exams, quizzes, assignments, presentations, papers, practicums, theses, dissertations, and labs.

## RELATED FRAMEWORKS, PROCEDURES AND GUIDELINES

*Student Academic Integrity Policy*  
*Student Academic Misconduct Procedure*  
*Student Academic Misconduct Appeal Procedure*  
*Student Academic Integrity Policy Appendix B: Sanction Descriptions and Impact*

## RELATED LINKS

### Sources of on-campus assistance

- [Office of the Dean of Students](#)
- [Office of the Student Ombuds](#)
- [Student Legal Services](#)
- [Students' Union \(SU\)](#)
- [Graduate Students' Association \(GSA\)](#)
- [l'Association des Universitaires de la Faculté Saint-Jean \(AUFSJ\)](#)
- [Augustana Students' Association](#)
- [First Peoples House](#)
- [Academic Success Centre](#)

### Other conduct policies

- [Discrimination, Harassment and Duty to Accommodate Policy](#)
- [Information Technology Use and Management Policy](#)
- [Practicum Intervention Policy](#)
- [Protocol for Urgent Cases of Violent, Threatening or Disruptive Behaviour](#)
- [Residence Community Standards](#)
- [Sexual and Gender-Based Violence Policy](#)
- [Student Groups Procedure](#)

### Information

- [University Calendar](#)
- [Electronic Communication Policy for Students and Applicants](#)

*For questions surrounding policy document implementation, please contact the Office of Administrative Responsibility.*

*For the most recent version of this document please visit <https://www.ualberta.ca/policies-procedures/index.html>*