



Florida State University Schools Academic Honesty Policy

To be read, discussed, signed by parent and student, and returned to your English teacher.

We expect students to demonstrate honesty with peers, teachers and in schoolwork. Acts of dishonesty include, but are not limited to: lying, stealing, cheating and/or illegal use of photocopies or other technology. Lying is the willful intent to mislead. Stealing is the taking of any item without permission of the owner. Any acts of dishonesty will not be tolerated.

Acts that violate our Academic Honesty Policy Include:

- Plagiarism (claiming another's work as one's own, copying another's homework, class work, or other assignment); students are required to sign a Plagiarism Policy Statement.
- Talking, using electronic devices during a test (unless explicitly permitted) or giving information to another student during a test.
- Allowing someone to copy one's work.
- Submitting work through the use of another person's password/login is considered dishonest behavior. Any assignments, work, or projects posted while using another student's login will be considered plagiarism.
- Cheating (intentionally using or attempting to use unauthorized material, assistance, or study aids in any academic work). Cheating includes when a student copies another student's work and then submits it as his or her own work.
- Performing work or taking an examination for another student OR having another person perform work or take an examination.
- Falsification and/or misrepresentation of data by submitting false data or sources.
- Computer crimes include damaging computer programs, hacking, constructing viruses, introducing viruses into a system, or copying programs.
- Inappropriate use of email, discussion forums, or synchronous chat rooms

Appropriate use of sources include:

- Direct quote-use of the author's words verbatim with quotation marks and correct documentation.
- Paraphrase-use of the author's ideas in one's own words by changing sentence structure and using correct documentation.
- Summary-use of the author's general ideas and correct documentation.
- Multiple submission: Submitting the same academic work (including oral presentations: such as PowerPoints, Prezi and other forms of visual media) for credit more than once is only acceptable with instructor permission.



It is the teacher's responsibility to provide instruction concerning documentation procedures (i.e. references, bibliographies, APA/MLA formats, etc). Ultimately, however, academic honesty is the student's responsibility. If plagiarism is not discovered during the writing process, but appears in the final product, the same penalties will apply.

Parent(s) of students found being dishonest will be notified immediately. The student's teacher shall meet with the administration to determine disciplinary action. Counseling and a parent conference may be warranted. In addition, if the final copy of the assignment contains a pattern of plagiarism, it will be subject to a zero. I understand that if the final copy of the assignment receives a zero for plagiarism, it must be rewritten correctly.

Student name (Printed) _____

Student Signature _____ **Date:** _____

Parent Signature _____ **Date:** _____