

NGHS Code of Academic Integrity

“Bulldogs do not lie, cheat, steal, nor do they tolerate these behaviors in others.”



North Gwinnett High School Code of Academic Integrity covers many different aspects. establishes and defines violations and penalties for dishonesty involving homework/classwork, tests/quizzes, research papers and /s, media center, computer use, and calculators. “Being academically honest means only accepting credit for work that is your own and not giving or receiving unauthorized assistance in an academic exercise.” [Kibler et al. “Academic Integrity and Student Development.” *Legal Issues and Policy Perspectives*, Asheville, NC: College Administration Publications, Inc. 1998].

Code Violations include, but are not limited to the following:

Homework/Classwork

To monitor progress or comprehension, teachers assign homework to reinforce classroom instruction.

Violations:

- Copying or paraphrasing all or part of another’s work
- Allowing another to copy or paraphrase your work
- Receiving help on assignments identified as work to be done independently

Tests/Quizzes

Tests are a teacher’s method to insure that a student understands a concept or idea.

Violations:

- Passing/Receiving test/quiz questions/answers to/from students in your or any class period by any means
- Copying or allowing someone to copy your answers
- Possessing or using a “cheat sheet”
- Obtaining a copy of test/quiz before it is administered
- Obtaining an unfair advantage before or during a test/quiz including, but not limited to, looking at someone else’s work, turning around, leaving books or notes open, signaling, deliberately and repeatedly choosing to miss classes through unexcused absences, tardiness or early dismissal to/from school to avoid taking a test or handing in an assignment.

Research Papers/Essays

Research papers and essays demonstrate a student’s ability to use resources and elaborate on a concept through the writing. It is IMPERATIVE that students correctly document or cite sources of information in order to avoid plagiarism. Plagiarism is the act of stealing, using, and passing off as one’s own the writing, ideas, etc. of another.

Violations:

- Copying phrases, sentences, paragraphs or entire documents without using quotation marks and properly documenting the source
- Paraphrasing or summarizing thoughts, ideas, or concepts without properly documenting the source

Media Center

In order to provide a facility for research, the media center must be used correctly. It is important to remember that misuse of any media center resource deprives others from accessing information.

Violations:

- Taking materials out of the Media Center without properly checking them out
- Failing to return or renew Media Center materials by due date
- Hiding Media Center materials
- Cutting out, removing, or defacing pages or portions of pages from Media Center materials
- Tampering with computers, computer programs, or databases in the Media Center
- Violating the Acceptable Use Policy for the Internet and attempting to get past security blocks

Computer Labs

Use of computers at North Gwinnett High School is a privilege that enhances learning. Computers for research and productivity are very valuable resources for every student. Students are asked to responsibly use the labs and computer equipment including, but not limited to, monitor, keyboard, mouse, all connecting wires, scanners, printers, switch boxes, etc.

Violations:

- Trying to get past security blocks
- Purposely introducing a virus into a computer
- Causing a computer to malfunction
- Accessing and/or corrupting anyone else’s stored data
- Making changes to or erasing anyone else’s work
- Submitting another’s work
- Downloading from the Internet a research paper, article or copyrighted image/work in its entirety or in part to submit as your own work
- Asking/Paying someone to write a research paper/essay for you
- Selling/Giving someone a research paper to submit as his/her own
- Violating the Acceptable Use Policy for the Internet

Penalties for Violations of NGHS Code of Academic Integrity

Penalties for the Code of Academic Integrity violations may include, but are not limited to, one or more of the following:

- Receiving no credit for the assignment
- Loss of eligibility for Honor Graduate status (for violations during junior or senior year)
- Removal from student leadership role
- Parent/guardian contact and meeting with administrator
- Administrative referral
- Record on discipline file
- In school suspension
- Out of school suspension
- Discipline panel
- Revocation of parking permit
- Loss of privileges to use computers or other electronic devices on campus

Rationale for Code of Academic Integrity

“To make your children capable of honesty is the beginning of education.”
--John Ruskin

Our goal for North Gwinnett students is that education is a pleasurable and exciting experience in which students strive for the best with strong character and pride.

Establishing a code of academic integrity is important as we seek to instill honor through honesty in our academic endeavors. This code develops a greater understanding for our faculty, administration, students, and parents of what constitutes cheating.

As we prepare students to function in society, we hope to instill in our students a sense of pride in only accepting credit where it is truly deserved. This not only promotes academic honesty, but it also develops personal integrity.

**Permission from Texas A&M University and Northwestern University was granted allowing use of portions of their Codes of Academic Integrity. Permission from Black Horse Pike Regional School District (Triton Regional High School) was granted to use any or all of its Honor Code.

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