

WATERVILLE SENIOR HIGH SCHOOL

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Academic Honesty

A student is expected to be the author of all work (including but not limited to quizzes, tests, papers, laboratory work, art projects, speeches, etc.) he/she submits or presents, whether for a grade or not. By seeking credit or recognition for work that is not his/her own, a student engages in an act of academic dishonesty that is a serious offense in an academic community. There are two kinds of academic dishonesty: cheating and plagiarism.

Cheating includes giving or receiving assistance on an examination, quiz or assignment in a way not specifically permitted by the instructor. Plagiarism includes the use of another's scholarship, words, ideas or artistic product without proper citation or acknowledgment.

If a student is caught cheating or plagiarizing:

1. The teacher will inform the parent/guardian.
2. The student will receive a zero for the assignment.
3. The administration will notify:
 - a. other faculty members who have the student in class
 - b. the student's advisor
 - c. the student's guidance counselor
(depending on the severity and frequency of offenses, colleges and universities may have to be notified of cheating or plagiarism)
 - d. the Renaissance Committee Chairperson
(cheating or plagiarism makes a student ineligible for most Renaissance Awards)
 - e. the National Honor Society Advisor
(cheating or plagiarism is grounds for non-admittance or expulsion from NHS)
 - f. the Awards & Scholarships Committee Chairperson
4. Subsequent offenses will include:
 - a. the same consequences as a first offense
 - b. the student receiving 5 demerits
 - c. additional consequences at the discretion of the administration

This procedure can be found on District Document Templates and must be included annually in teacher's classroom expectations.