

Forms of Academic Dishonesty

Some forms of academic dishonesty are obvious; others are less so. The following is a list of some behavior considered academically dishonest at Fisher College:

- ✚ Submitting the same assignment in more than one class without prior approval from the instructors.
- ✚ Using a false or forged excuse to obtain an extension on a due date or to take a make-up exam.
- ✚ Using materials (cheat sheets) during a test or exam.
- ✚ Sharing your own work with another student to help him or her satisfy a course requirement.
- ✚ Copying another student's work to satisfy a course requirement for a course you are taking.
- ✚ Purchasing a paper from an online source or another student.
- ✚ Receiving substantial, non-permitted help on an assignment.
- ✚ Talking to or texting another person about exam-related material or answers during an exam.
- ✚ Falsifying lab or research data.
- ✚ Using text from books, magazines, or Internet sources in an assignment without using proper citation.
- ✚ Copying from another student during a test or exam with or without his or her knowledge.

Incidents of academic dishonesty will be handled by individual instructors in accordance with the course syllabus.

Academic Resources at Fisher

Sometimes good people feel pressured to make bad decisions about academic integrity. At Fisher, we have resources to help students prepare and complete assignments without compromising their academic integrity. These resources include:

Tutors in Academic Center for Enrichment

(ACE): ACE is located in the basement of 131 Beacon Street. Tutors are there to help students six days a week.

The Fisher College Library: The main reference desk of the Library is located on the second floor of 118 Beacon Street.

Office of Student Disability Services: Amber Fulcher is the Coordinator of Student Disability Services. Her office is located in ACE, the basement of 131 Beacon Street. She can be reached at 617-670-4429 or at fulcher@fisher.edu.

Safe Assign: Safe Assign allows students to run their written work through a program that will identify passages that need further citation. It is available through Blackboard.

Plagiarism: This booklet was written by the Honor Code of Conduct Committee at Fisher College. Copies are available in the Library.

The Honor Code of Conduct Committee

The Honor Code of Conduct Committee is comprised of students and faculty. If you would like to help strengthen Fisher's academic integrity policies and foster a better understanding of the meaning and value of academic integrity, please join us. Contact Ms. Malinda Polk at mpolk@fisher.edu for more information.



Academic Integrity at Fisher College: A Brief Guide

Boston Campus, Day Division



"Academic integrity is a commitment, even in the face of adversity, to five fundamental values: honesty, trust, fairness, respect, and responsibility. From these values flow principles of behavior that enable academic communities to translate ideals into action."



"The Fundamental Value of Academic Integrity" by The Center for Academic Integrity



Academic Integrity:

What It Is and Why It Matters

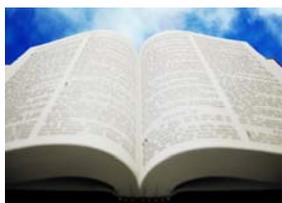
When we talk about integrity, we are talking about honesty. To act with academic integrity is to act honestly in every aspect of academic life.

Fisher College believes that academic integrity on the part of every member of the College community contributes to the following:

- ✚ The moral development of students;
- ✚ An atmosphere of trust that allows faculty and students to do their best work; and
- ✚ The value of a Fisher College diploma.

Without academic integrity on the part of students and faculty, Fisher College cannot help students meet the College-Wide Learning Outcomes of our Mission. These Outcomes include: self-confidence and the ability to make moral and social judgments in the context of individual, social and civic responsibility; and learning skills necessary for lifelong personal and professional development.

*For a complete list of College-Wide Learning Outcomes, see the 2008-2009 Fisher College Catalog.



Take Control:

Moments for Heightened Awareness

Your academic integrity is your responsibility. Fisher College hopes that acting with integrity will be a habit for you, but there are moments when we all need to act with heightened awareness.

Exams

Do your own work on exams. Keep your eyes on your own paper. Do not text or talk during the exam. Do not use cheat sheets. Do not knowingly provide information to other students. If you need to change seats in order to ensure your academic integrity, do so.

Group Work

If you are required to produce work with other students, make sure your professor has clearly articulated the responsibility of each member of the group. If you are uncomfortable with your group's work because it does not accurately reflect your contribution or the contribution of other group members, or you believe the work reflects poor academic integrity, you need to talk to your group and/or your professor.

Using Research

Any information or idea or language that is not your own must be cited. Your professor should show you the standard format for citing within his or her discipline. If you have questions, talk to your professor. Every student at Fisher should have a copy of the *Plagiarism* booklet, which provides useful information about avoiding plagiarism.

You cannot control other people's actions. It is your responsibility to make sure your actions and your work reflect your integrity.

What You Can Do

Students need to take responsibility for their actions, both positive and negative. Below is a list of positive actions you can take to make sure you do your work with academic integrity.

Talk to your instructor. Fisher's small size means that students have the opportunity to speak to their professors one-on-one throughout the semester. Every faculty member has office hours. If you do not understand an assignment or how to cite sources or how to prepare for an exam, find out when your professor's office hours are and go talk to him or her.

Use the Tutors in ACE. Our tutors work closely with faculty and can help students in any subject (business, psychology, math, English, history, etc.). Walk-ins are welcome, but appointments are strongly recommended. When you come to ACE, the staff can give you a tutoring schedule and show you how to make an appointment.

Contact the Office of Student Disability Services if you need accommodations or suspect you have an undiagnosed disability that may be affecting your ability to learn.

Manage your time. Planning ahead allows you to ask questions as they come up and get the help you may need when you work on an assignment. If you wait until midnight to start an essay due at 10 a.m., there is not much anyone can do to help you if you find you need it. If managing your time is difficult for you, attend one of the Time Management workshops offered by ACE, or work with your advisor or a tutor to make a plan that will allow you to do your best work.