Good practices:

- Read each course syllabus carefully for expectations and guidelines for completing work
- Ask for help or clarification when you have questions or concerns
- Make sure you understand what acceptable collaboration is and is not in a particular course
- Cite all sources when completing work, including in-text citations

Campus Resources:

- [Learning Resource Center](#); peer tutors for academic support
- [Writing Center](#); writing tutoring and resources
- [Library resources for citations and research](#); course, research, and citation guides
If an instructor notifies you they suspect Academic Dishonesty:
Your instructor should notify you within 10 business days if they suspect academic dishonesty with an offer to meet and discuss their suspicion. You cannot drop a class to avoid a charge of academic dishonesty. An instructor cannot prevent you from attending a course or completing an assignment due to suspicion of academic dishonesty.

**Informal versus formal – be sure to know what you’re agreeing to!**

<table>
<thead>
<tr>
<th>Informal Resolution</th>
<th>Formal Charge</th>
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<tbody>
<tr>
<td>After discussing the matter with the instructor, you may agree on an informal resolution to resolve the matter. Informal resolutions can include makeup assignments, grade penalties, educational interventions, and/or failure of the course. Informal resolutions are submitted to the Academic Honesty Office only, which will maintain a confidential record of all such resolutions. No student may be forced in any way to agree to a proposed informal resolution of an allegation of academic dishonesty.</td>
<td>If there is no informal resolution, the instructor may file a formal charge. You have the right to appeal a formal charge and go to a hearing, where you can give testimony and present evidence to refute the charge. If the hearing panel finds in your favor the charge will be dropped and the faculty member will be instructed to grade you without prejudice. If the panel decides to uphold the charge, a sanction will be implemented, and it will become part of your disciplinary record with the Dean of Students Office.</td>
</tr>
</tbody>
</table>

**Considerations:**
- There is no appeal process once you sign
- You may repeat the course in accordance with the university’s Academic Regulations
- Informal resolutions do not establish a discipline record
- If you acquire 2 additional charges (informal or formal) you will face University Sanctions and establish a discipline record

**Policies:**
- Academic Honesty Policy & Procedures: [www.umass.edu/honesty](http://www.umass.edu/honesty)
- Code of Student Conduct: [www.umass.edu/dean_students/codeofconduct](http://www.umass.edu/dean_students/codeofconduct)
- Academic Regulations: [https://www.umass.edu/registrar/sites/default/files/academicregs.pdf](https://www.umass.edu/registrar/sites/default/files/academicregs.pdf)

**Resources:**
- **Ombuds Office**: [www.umass.edu/ombuds](http://www.umass.edu/ombuds); ombuds@umass.edu
  - Confidential appointments by phone, Zoom, or in person to offer support and resources to help resolve issues and conflict through respectful communication and fair process
- **Academic Honesty Office**: [www.umass.edu/honesty](http://www.umass.edu/honesty); honesty@umass.edu
  - Appointments by phone, Zoom, or in person to help students understand academic honesty policies and procedures