

Academic Honesty Guide for Students

ACADEMIC DISHONESTY

is the attempt to secure unfair advantage for oneself or another in any academic exercise.

TYPES OF ACADEMIC DISHONESTY

CHEATING

the use or attempted use of trickery, artifice, deception, fraud, and/or misrepresentation of one's academic work; includes copying answers, using assistance or collaborating without instructor permission, etc.

PLAGIARISM

is the representation of the words or ideas of another as one's own work; includes failing to identify and/or cite quotes, paraphrasing, or summarizing of material from another source, submitting papers written by another, etc.

FABRICATION

is the falsification or invention of any information or citation; includes using invented info from a lab experience, misrepresenting the source of information cited, altering and resubmitting work without permission, etc.

FACILITATING

dishonesty is knowingly helping or attempting to help another commit any act of academic dishonesty; includes substituting for another in an exam, allowing another to copy one's work in an exam or other academic exercise, etc.

to view the full policy and access resources related to academic honesty, visit www.umass.edu/honesty

Good practices for Academic Honesty

- 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
- [Take charge of your learning & access campus resources](#)

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!

Informal Resolution	Formal Charge
<p>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.</p>	<p>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.</p>
<p>Considerations:</p> <ul style="list-style-type: none"> • 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 	<p>Considerations:</p> <ul style="list-style-type: none"> • A formal charge of academic dishonesty that is upheld will be maintained for 3 years after graduation • A formal charge is reported to the Registrar’s Office and the grade you received in the course cannot be replaced in your GPA by repeating the course • If you acquire 2 additional charges (informal or formal) you will face University Sanctions

Policies:

- Academic Honesty Policy & Procedures: www.umass.edu/honesty
- Code of Student Conduct: www.umass.edu/dean_students/codeofconduct
- Academic Regulations: <https://www.umass.edu/registrar/sites/default/files/academicregs.pdf>

Resources:

- **Academic Honesty Office:** www.umass.edu/honesty; honesty@umass.edu
 - Appointments by phone, Zoom, or in person to help students understand academic honesty policies and procedures
- **Ombuds Office:** 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