

Summary of Policy A136: Academic Integrity

The purpose of [Policy A136: Academic Integrity](#) is to clarify academic behavioural expectations and prohibited academic conduct, sustain a learning environment that is based on academic integrity, and protect the reputation of Fanshawe College credentials.

Academic Integrity is important because:

- It ensures fairness in the education that is pursued, the academic work that is prepared and completed, and the grades that are earned,
- It protects the value of Fanshawe College degrees, diplomas, and certificates, and
- It reinforces Fanshawe College's reputation.

Fanshawe College defines *Academic Integrity* as “the practice of holding oneself and others accountable for performing all academic work in an honest and ethical manner” and *Academic Offence* as “obtaining or attempting to obtain unfair advantage or credit for academic work for oneself or others by dishonest means”. Academic Offences can be intentional or unintentional.

Academic Offences

Academic offences include, but are not limited to, committing the following acts:

1. The student commits plagiarism, which means taking credit for another person's work.

Examples of plagiarism include, but are not limited to, the following acts:

- a. The student submits another person's work as his or her own academic work.
- b. The student does not credit the original source of ideas, images, information, quotations, or other intellectual property.
- c. The student submits electronic files or data created by another person without the instructor's permission.
- d. The student submits academic work from another course without the instructor's permission.

2. The student acts to assist or facilitate an academic offence.

3. The student misrepresents the reasons for a missed evaluation or deadline extension.

4. The student allows another person to complete the student's academic work, excluding quizzes, tests, and examinations (see #11).

5. The student copies from another person during a quiz, test, or examination.

6. The student participates in activities, in person or electronically, that are not permitted in the preparation or completion of academic work.

7. The student uses material, resources, or technologies that are not permitted in the preparation or completion of academic work.
8. The student possesses or uses material, resources, or technologies that are not permitted in a quiz, test, or examination.
9. The student improperly obtains any evaluation prior to the date and time scheduled for the evaluation.
10. The student alters or falsifies academic records in any way or submits false documentation for academic purposes.
11. The student allows another person to take a quiz, test, or examination in the student's place.

Penalties

A Warning or any of the following Penalties can be applied when an Academic Offence has been committed:

Re-do Work (R): The student re-does or resubmits the same or alternative academic work that demonstrates academic integrity. In such cases, the grade or mark given for the repeat or resubmission may be reduced at the discretion of the faculty member.

Mark of Zero (M): The student receives a mark of zero for the academic work with no opportunity to resubmit. This penalty may result in failure of the course.

Fail Course (F): The student receives a failing grade (F) in the course. This penalty is imposed only following consultation with the student's program coordinator or academic manager.

Suspension (S): The student is suspended immediately from the College until at least the end of the current semester but not more than one calendar year. This penalty results in automatic failing grades (F) in all courses in which the student is registered and fees are not refunded for that semester, as stated in Policy A106: Academic Withdrawal and Termination.

Expulsion (E): The student is expelled from the College. This penalty is reported on the student's permanent record and any Statement of Academic Achievement. This penalty results in automatic failing grades (F) in all courses in which the student is registered and fees are not refunded for that semester, as stated in Policy A106: Academic Withdrawal and Termination. This penalty is imposed only by the Senior Vice-President, Academic Services, on the recommendation of the appropriate Dean or designate. For information on re-admission to the College, see Policy A108: Admission of Students to Post-Secondary Programs.

Rescind Credentials: The student's credentials, including certificates, diplomas or degrees that were acquired through the commission of a serious breach of one or more academic offences are rescinded. This penalty is imposed only by the Senior Vice President, Academic Services, on the recommendation of the academic manager and the faculty member.

Application of Penalties to Academic Offences

Academic Offence	Penalty Options
1. The student commits plagiarism, which means taking credit for another person's work. Examples of plagiarism include, but are not limited to, the following acts: a. The student submits another person's work as his or her own academic work. b. The student does not credit the original source of ideas, images, information, quotations, or other intellectual property. c. The student submits electronic files or data created by another person without the instructor's permission. d. The student submits academic work from another course without the instructor's permission.	(W) (R) (M) (F)
2. The student acts to assist or facilitate an academic offence.	(W) (R) (M) (F) (S) (E)
3. The student misrepresents the reasons for a missed evaluation or deadline extension.	(W) (M) (F)
4. The student allows another person to complete the student's academic work, excluding quizzes, tests, and examinations.	(R) (M) (F)
5. The student copies from another person during a quiz, test, or examination.	(M) (F) (S)
6. The student participates in activities, in person or electronically, that are not permitted in the preparation or completion of academic work.	(M) (F) (S)
7. The student uses material, resources, or technologies that are not permitted in the preparation or completion of academic work.	(M) (F) (S)
8. The student possesses or uses material, resources, or technologies that are not permitted in a quiz, test, or examination.	(M) (F) (S)
9. The student improperly obtains any evaluation prior to the date and time scheduled for the evaluation.	(F) (S) (E)
10. The student alters or falsifies academic records in any way or submits false documentation for academic purposes.	(F) (S) (E)
11. The student allows another person to take a quiz, test, or examination in the student's place.	(S) (E)

The Manager, Academic Integrity is available to all students, faculty, staff, and administrators for consultative purposes and to address questions and concerns about Academic Integrity, Academic Offences, Warnings and Penalties, and the application of Policy A136: Academic Integrity.

Please contact Meaghan Shannon, Manager, Academic Integrity: m_shannon2@fanshawec.ca.

Information and resources are available on the Academic Integrity Office [webpage](#).

General inquiries may be sent to academicintegrity@fanshawec.ca.