

Academic Honesty-A Guide for Students

Plagiarism, both inadvertent and intentional, has become a serious concern. Recently, there have been numerous widely publicized incidents of both students and professional writers using someone else's words and ideas as their own. In order to prevent serious consequences to your academic career, it is our goal to provide clear guidelines and strategies to help you avoid plagiarism.

To make sure that you understand how to avoid academic dishonesty in the form of plagiarism, the English Department requires that you and your parents read and sign the following department policy.

Plagiarism means that you have used someone else's words or ideas without giving the source credit for those ideas within the text of your paper. All incidents of academic dishonesty will result in a zero for the assignment without an option to redo the assignment. In cases of major assignments, a zero may result in failure for the term.

Some actions that will be considered as plagiarism include the following situations listed on the Purdue University Online Writing Lab at <http://owl.english.purdue.edu>:

- Buying, stealing, or borrowing a paper
- Using a source too closely when paraphrasing
- Hiring someone to write your paper
- Building on someone's ideas without citations
- Copying from another source without citing (on purpose or by accident)

Because a charge of plagiarism will have serious consequences, if you have any doubt that something might be plagiarized, ask your teacher before submitting a paper.

Any sources that a student uses as an aid in completing an assignment MUST be copied, identified, highlighted, and turned in with the assignment. Assignments without properly identified, approved sources will not be graded and will be considered late until ALL such sources are turned in. Failure to turn-in sources when sources were used is a form of cheating and will be subject to the consequences for cheaters.

I have read and understand the District 202 High School English Department's policy on plagiarism. If I do not understand any part of this policy, it is my responsibility to contact my English teacher for clarification.

Student's name (print)

Parent's name (print)

Student's signature

Parent's signature

Date: _____