



INSTITUTE OF APPLIED AGRICULTURE

ACADEMIC INTEGRITY POLICY

THE INSTITUTE OF APPLIED AGRICULTURE (IAA)

Academic dishonesty jeopardizes the quality of education and depreciates the genuine achievements of students. Students, faculty, and staff share the responsibility of assuring academic integrity and are expected to recognize and report acts of apparent dishonesty. Any of the following acts are considered academically dishonest.

A. CHEATING

Intentionally using or attempting to use unauthorized materials, information, or study aids in any academic exercise.

1. Students completing any examination should assume that external assistance (e.g., books, notes, calculators, conversation with others) is prohibited unless specifically authorized by the instructor.
2. Students must not allow others to conduct research or prepare any work for them without advance authorization from the instructor. This comment includes, but is not limited to, the services of commercial term paper companies.
3. Substantial portions of the same academic work may not be submitted for credit or honors more than once without authorization.

B. FABRICATION

Intentional and unauthorized falsification/invention of information or citations in an academic exercise.

1. "Invented" information may not be used in any laboratory experiment or other academic exercise without notice to and authorization from the instructor.
2. One should acknowledge reliance upon the actual source from which cited information was obtained.
4. Students who attempt to alter and resubmit returned academic work without notice to the instructor are in violation of the Code of Student Conduct.

C. FACILITATING ACADEMIC DISHONESTY

Intentionally helping or attempting to help another student commit an act of academic dishonesty. Behaviors such as:

1. Sharing information about graded assignments on group chats such as Group Me or WhatsApp.
2. Uploading/using graded assignments found on course websites like Chegg, Quizlet, or Coursehero.
3. Misleading an instructor to believe you are unable to complete an exam or assignment.
4. Reusing your own work or the work of others without permission from the instructor.
5. Working with others on an assignments meant to be done alone.

D. PLAGIARISM

Intentionally or knowingly representing words or ideas of another as one's own in any academic exercise.

1. Direct Quotation: Every direct quotation must be identified by quotation marks or appropriate indentation, and must be promptly cited in a footnote.
2. Paraphrase: Prompt acknowledgement is required when material from another source is paraphrased or summarized in whole or in part in your own words.
3. Borrowed Facts or Information: Information that is obtained in one's writing or research; which is not common knowledge among students in the course, must be acknowledged. Materials which contribute only to one's general understanding of the subject may be acknowledged in the bibliography and need not be immediately footnoted.

Academic dishonesty is a serious offense which may result in suspension or expulsion from the Institute of Applied Agriculture (IAA). Students suspected of academic dishonesty will be referred to the university's Office of Student Conduct to have their cases reviewed and appropriate action taken.

*I have read and understand the IAA's academic integrity policy.
By signing below, I acknowledge receipt of this policy and agree to abide by it.*

Print Name

Signature

Date (mm/dd/yy)

This policy is adapted from the University of Maryland's academic policy.