

Malden High School Academic Dishonesty and Plagiarism

The following actions constitute academic dishonesty and/or plagiarism:

- Submitting someone else's work OR IDEAS, published or unpublished, as your own (the old cut and paste...)
 - Rewriting or rephrasing the work does not make it okay.
- Providing your work to another student to turn in or to give ideas.
- Paraphrasing or quoting information or IDEAS without attribution/citation.
- Consulting sources when original work is expected (i.e., looking at someone else's work when writing an explanation or interpretation); in general, you should only consult additional sources when a teacher explicitly requests it. For example, looking at Sparknotes to help with journal entries would be considered academic dishonesty, as would looking at other students' work unless you are specifically directed to by a teacher.
- If you are in doubt on what constitutes academic dishonesty, please consult with your teacher.
- Please remember the goal of all academic work: that you are able to complete work **ON YOUR OWN**. Any shortcut you take to produce work undermines your ability to achieve this goal. If you are in doubt on what constitutes academic dishonesty, please consult with your teacher.

MHS CHEATING POLICY

Cheating includes but is not limited to the following:

1. Copying another student's work.
2. Submitting another person's work, as your own. (compositions, term papers, lab reports, etc.).
3. Using cheat sheets or any other type of concealed answers during a quiz or test.
4. Giving or asking for answers during a quiz or test.
5. Looking at another student's quiz or test to copy answers.
6. Leaving a classroom (virtual or in-person) during a test and obtaining answers.
7. Deliberately ignoring time limits or test instructions.
8. Obtaining copies of a test or test questions unlawfully.
9. Plagiarism in any form (e.g., copying of Cliffs Notes, magazines, encyclopedias, etc. without proper documentation and downloading from the Internet).
10. Unlawful/surreptitious use of computer software programs or materials.
11. Use of any cell phone or camera device to transmit information.

Any MHS teacher who determines that a student has committed an act of cheating will inform the student and appropriate House Principal. On the first instance of cheating, the student will be granted the opportunity to complete an alternative assignment for credit. On the second offense the student will be given a zero for the quiz, test, or assignment, and will not allow the work to be redone or a test retaken. The teacher must lower the student's quarterly grade accordingly. The teacher must also file an incident report with the appropriate House Principal. If a student feels unjustly accused, he/she may request a meeting with the teacher and the House Principal before any action is taken. The teacher will keep evidence of the cheating incident. Any subsequent act of cheating will be referred to the Principal for further action. Cheating may prevent a student from being inducted into the National Honor Society and/or could lead to a student's dismissal from the NHS.

I acknowledge that I have read and understand the above information on plagiarism and academic dishonesty.

Signed: _____ Date: _____