

# Academic Dishonesty Policy and Procedure

## MHPC OCCUPATIONAL THERAPY ASSISTANT PROGRAM

Subject: Students

Number: 506

Title: Academic Dishonesty

Date: 2/26/10

Reviewed/Revised: 6/20/16

**Purpose:** To outline MHPC OTA Program standards regarding academic dishonesty and procedure for addressing noncompliance.

**Policy:** Students who commit an act of academic dishonesty are subject to disciplinary action. The procedures for disciplinary action will be in accord with the rules and regulations of the home campus governing disciplinary action. The faculty believes: if students do not respect the ethics of their program, it is unlikely they will respect or practice ethical behavior in their professional careers. Faculty members will make every effort to minimize the opportunity for academic dishonesty in the classroom by way of providing an appropriate classroom environment and maintaining exam security. Falsifying academic work is a serious offense in this professional program. Such practice undermines critical thinking and ultimately endangers the student's future in a professional career.

ACADEMIC DISHONESTY includes but is not necessarily limited to the following:

1. Claiming authorship/participation in a group paper or presentation without real contribution.
2. Delaying taking an examination or turning in a paper using a false excuse.
3. Any student discussing material covered in a test with students who have yet to take the test in question.
4. Previewing exams from a "test file" when the instructor does not permit students to keep copies of exams.
5. Working in a group on a homework assignment that was assigned as individual work.
6. Consciously memorizing a block of questions on an exam, so that they could be included in a test file for later use by others.
7. Permitting another student to look at your answer sheet during an exam.
8. Plagiarism\* is the borrowing of ideas, opinions, examples, words, phrases, sentences, or paragraphs from a written source or another person, including students or teachers,

without acknowledgment (i.e., an indication of the author, title and date of the source as described by the Publication Manual of the American Psychological Association). Failure to provide complete documentation about all of your resources is also considered plagiarism. Any work or assignment which is taken, part or whole from another person's writing or work without proper acknowledgment is dishonest. Students who allow another student to copy or use their work are also guilty of cheating.

\*Adapted from the UMC Dept. of English Plagiarism Policy.

**Procedure:**

The Missouri Health Professions Consortium (MHPC) considers academic dishonesty a serious offense. Students are expected to be familiar with their home campus' definitions and explanations of academic dishonesty. MHPC will uphold and refer to those definitions.

The program will not tolerate plagiarism, cheating, unauthorized possession of exams or exam questions/information, tampering with instructor's grade book or grades, or in any way producing class work, papers, or exams through deceptive, illegitimate means. Any student who commits an act of academic dishonesty is subject to disciplinary action and possible dismissal from the program.

Academic honesty is fundamental to the activities and principles of a program. All members of the academic community must honorably have acquired, developed, and presented. Any effort to gain an advantage not given to all students is dishonest whether or not the effort is successful. The academic community regards academic dishonesty as an extremely serious matter, with serious consequences that range from probation to expulsion. When in doubt about plagiarism, paraphrasing, quoting, or collaboration, consult the course instructor.

In the event that a student is found to be in violation of this policy, the student may be dismissed from the program. If a student is dismissed from the professional program secondary to academic dishonesty, the student may not be eligible to re-apply at a later time. The Program Director, home campus officials, and academic advisors may establish contingencies for re-application at the time of dismissal. Dismissal and subsequent appeals will be honored in compliance with "home" campus policies and procedures.