

USA Department of Foreign Languages and Literatures Academic Integrity Policy

“As a community of students and scholars, the University strives to set and maintain the highest standards of academic integrity. All members of the university community are expected to exhibit honesty and competence in academic work. This responsibility can be met only through earnest and continuing good faith effort on the part of all students and faculty.” The Lowdown, “*Student Academic Conduct Policy*”

What is academic honesty?

According to the *MLA Handbook for Writers of Research Papers*, plagiarism is a form of cheating that involves two kinds of wrongs: 1) intellectual theft — using another person’s ideas, information, or expressions without acknowledgment of the person’s work and 2) fraud — proclaiming someone else’s ideas, information, or expressions as your own.

Examples of violations of academic honesty

Academic dishonesty in the Department of Foreign Languages and Literatures includes, but is not limited to, the following: copying someone else’s work on a test, using notes (“cheat sheets”) during a closed-book exam, having unauthorized help on compositions, copying homework, submitting the work of anyone else (a friend, a published author, a translation program, a tutor) as one’s own, etc.

Departmental procedure for violations of academic honesty

Violations of Academic integrity will result in the following departmental actions:

First offense:

- 1) Student will receive a 0 for the involved assignment.
- 2) Student’s instructor will proceed to the Department Chair for the proper reporting of the violation. If it is discovered that this is not the student’s first university offense, see policy for second offense below.
- 3) Department will present a letter to the student documenting the departmental action taken in response to the violation.
- 4) Student will meet with the Department Chair for counseling on university policy and student appeal process.

Second offense:

- * Student will receive an F for the course.

For more information see:

MLA Handbook for Writers of Research Papers, Chapter 2: Plagiarism
<http://www.southalabama.edu/univlib/sauer/antiplagiarism>