

CODE OF ACADEMIC INTEGRITY

UPCES Code of Academic Integrity

UPCES is an academic community whose fundamental purpose is the pursuit of knowledge and the enrichment provided by a study abroad experience. Essential to the success of this mission is a commitment to the principles of academic integrity. Every member of the UPCES community is responsible for upholding the highest standards of honesty and academic integrity at all times. Students, as members of the community, are also responsible for adhering to the spirit and principles of the Code of Academic Integrity.

Activities that have the effect or intent of interfering with education, the pursuit of knowledge, or fair evaluation of student performance are prohibited. Faculty members in particular need to be active in monitoring violation of academic integrity in the classroom. Examples of such activities include but are not limited to:

- Cheating: using or attempting to use unauthorized assistance, material, or study aids in examinations or other academic work. Example: bringing unauthorized materials into a quiz or exam, altering a graded exam and resubmitting it for a better grade, etc.
- Facilitating academic dishonesty: knowingly helping or attempting to help another violate any provision of the Code. Example: working together on a take-home exam, etc. Giving unauthorized assistance on exams is considered as serious an offense as receiving assistance. A student caught cheating receives a failing grade on the work in question. If the student violates the principles of academic honesty for a second time, her/his case is referred to the UPCES Academic Supervisory Committee. The usual action in such situations is expulsion from the program.
- Plagiarism: using the ideas, data, or language of another without specific or proper acknowledgment. Example: copying another person's paper, article, or computer work and submitting it as one's own work; lifting someone else's ideas without attribution; failing to use quotation marks where appropriate, etc.
- Fabrication: submitting contrived or altered information in any academic exercise. Example: making up data for an experiment; falsification of data; citing nonexistent articles; contriving sources, etc.
- Multiple submission: submitting, without prior permission, any work of one's own previously submitted to another professor or work submitted by another student to another professor to fulfill academic requirements.
- Misrepresentation of academic records: misrepresenting, tampering with, or attempting to tamper with any portion of a student's official transcript or academic record. Example: tampering with computer records; falsifying academic information on one's resume, etc.
- Unfair advantage: attempting to gain unauthorized advantage over fellow students in an academic exercise. Example: gaining or providing unauthorized access to examination materials, obstructing or interfering with another student's efforts in an academic exercise, lying about the need for an extension for an exam or paper, continuing to write even when time has expired during an exam, destruction or withholding of library materials in an effort to deny others access to those materials, etc.

If a student is unsure whether his/her action(s) constitute a violation of the Code of Academic Integrity, then it is that individual's responsibility to consult with the instructor to clarify any ambiguities. Faculty members should be aware that students have been told this and should be willing to consult with students and administrators on such matters.

The institution does not discriminate on the basis of race, color, sex, sexual orientation, religion, national or ethnic origin, age or disability in the administration of its educational policies, programs, or activities, admissions policies, procedures and employment. UPCES does not tolerate harrassment by students, faculty or staff in any form.

UPCES affirms, supports and cherishes the concepts of freedom of thought, inquiry, speech, and lawful assembly. The freedom to experiment, to present and examine alternative data and theories; the freedom to hear, express, and debate various views; and the freedom to voice criticism of existing practices and values are fundamental rights that are upheld and practiced by the UPCES program.

Student's signature (required)

Date