

● ● ● | Academic Integrity Protocol

1. The instructor decides if you fail the assignment, the entire course, or assigns some other academic sanction.
2. The instructor reports the incident to the department chair and the Office of Student Life.
3. The Office of Student Life pursues the matter through the University Judicial Process and determines a judicial sanction. The most severe sanction is expulsion.
4. If the student disagrees with the decision, she/he can appeal to the Department Chair and/or Office of Student Life.

A student who is guilty of a dishonest act may, at the discretion of the instructor, receive a grade of "F" for the course. In addition, a student found guilty of a dishonest act may be subject to sanctions, up to and including dismissal from the University, as a result of the student judicial process as described in the Student Handbook. A student who violates copyright laws, including those covering the copying of software programs, or who knowingly alters official academic records from this or any other institution is subject to similar disciplinary actions. (Undergraduate Bulletin)

Report academic misconduct through www.scu.edu/osl/report/
Academic dishonesty issues may be anonymously reported to ethicspoint.com.

For more information about Santa Clara University ethics, talk to faculty or contact:

● Markkula Center for Applied Ethics
(408) 554-5319 ethics@scu.edu
www.scu.edu/ethics

Byron Howlett, Ed.D.
Assistant Dean, Office of Student Life
(408) 554-4583 bhowlett@scu.edu

● HUB Writing Center
(408) 554-4000 Benson Center Room 22
www.scu.edu/provost/writingcenter

Santa Clara University

Academic | ● ● ● ● | Integrity



In.teg.ri.ty

(in- teg'ri ty), n

Def: The state of being whole, entire, or undiminished; also, soundness of moral principle and character; uprightness; honesty

I am committed to being a person of integrity. I pledge, as a member of the Santa Clara University University community, to abide by and uphold the standards of academic integrity in the Student Conduct Code



What's the Benefit?

Pressures to "succeed" can challenge your commitment to live an ethical and honest life. Below are a few things to consider as you strive to be successful in an academic setting:

Patterns of Behavior

Honest behavior is learned. Each time someone cheats it becomes easier to justify one's dishonest actions. If you choose to cheat now, it becomes easier to justify other forms of dishonest behavior later in your professional and social life. Your decisions as an accountant, engineer, teacher, scientist, or politician, and as a parent or friend, can either benefit or damage society as a whole.

Learning to Learn

Copying homework or submitting a document written by someone else may result in a higher grade, but it will not result in learning the subject matter or skills of the course. Doesn't that amount to wasted tuition?

Fairness to Others

You may think that your cheating has no effect on your classmates. However, if you achieve a higher grade than you deserve by cheating, you personally make success more difficult for your classmates who do their own work. You will also contribute to the mentality that "everyone does it," thus degrading the academic standards at SCU.

Pride in Accomplishment

What do you want your diploma to represent? A diploma obtained through dishonest acts is a worthless piece of paper that misrepresents the value of your education to others. Eventually someone will figure out you are a fraud. Is being a fraud something to be proud of?



You Cheated... Who Pays?

You

Why spend your time on school if you are just going through the motions?

Your family

They have supported you, often paid for your education, and they believe in your success.

Your classmates

While they have put hours into studying, you looked at their work and got the same grade with half of the effort.

Your future employers

They unintentionally hired someone who may not be prepared for his/her new position.

Santa Clara graduates represent the institution to the larger community: families, individual businesses, cities, states, and the country. Your contributions to improving standards of integrity can result in our graduates representing SCU in ways that make faculty, staff, students, and alumni proud of their accomplishments.



6 Ways to Avoid Academic Dishonesty



1. **Talk With Your Professor**
Communicate with your instructor about course material you find challenging and confirm her or his expectations for your work.
2. **Set Parameters For Group Work**
Make certain you understand whether it is permissible for you to work as a group on assignments. Be clear on what type of collaboration is allowed and what type is prohibited.
3. **Know the rules**
Read the syllabus and make sure you know the standards and expectations for academic honesty in each course.
4. **Plan Ahead**
Schedule your time so that you are not working on papers or studying for tests the night before they are due.
5. **Utilize Your Resources**
The Drahmann Advising and Learning Resources Center is located in Kenna Hall, Room 101. The HUB, SCU's writing center, is located in Benson Memorial Center.
6. **Actively promote a climate of honesty**
Encourage your peers to value and practice academic integrity. Discourage dishonest behavior when you observe it.