

Academic Integrity: Guidance for Distance Education Students

The University of San Diego considers academic integrity to be an integral element of all of its academic experiences, no matter the delivery method. As a distance education student, there may be opportunities for you to reach out to others or your fellow students in the online classroom to build community, to discuss topics, and to ask questions of each other, but there are limits to this collaboration. As a University of San Diego student you are bound by the Honor Code established by the University:

In accordance with the University of San Diego's Mission Statement, the Honor Code establishes a standard of integrity which is aligned with the University's Core Values: *Academic Excellence, Knowledge, Community, Ethical Conduct, and Compassionate Service*. The promotion of academic integrity should take place in the context of a commitment to creating a culture of integrity that encompasses all constituencies of the university including students, faculty, staff, administrators, alumni and trustees. Only through campus-wide engagement will the University achieve its goal of "developing ethical and responsible leaders committed to the common good."

Standards of Conduct

Adherence to standards of honesty and integrity precludes engaging in, causing, or knowingly benefiting from any violation of academic integrity. Without regard to purpose, the following violations are prohibited.

Cheating

Cheating is the use or attempted use of unauthorized materials, information, and study aids, as well as unauthorized collaboration on examinations and other academic exercises. It is the responsibility of students to consult with their professors concerning what constitutes permissible collaboration. Cheating or helping others cheat is academic fraud.

Check your course syllabus for more guidance about your assignments and assessments, such as quizzes, projects, papers, and exams. You may see rules such as these:

OK: Listening to lectures with another student.

Not OK: Working simultaneously with another student when doing an assignment.

OK: Studying together online or offline for the midterm.

Not OK: Taking the midterm with another student and discussing the answers to the questions.

Plagiarism

Plagiarism is the act of presenting, as one's own the ideas or writings of another; plagiarism, in any of its forms, violates academic integrity. While different academic disciplines have different norms of attribution, all strive to recognize and value individuals' contributions to the larger body of knowledge. It is the responsibility of students to consult with their professors in order to understand the norms of attribution in each discipline and area of study.

Check your course syllabus for more guidance about your research assignments. You may see rules such as these:

OK: Researching the web or "Googling" a topic for a written assignment or discussion question.

Not OK: Copying or paraphrasing text from a website without citing the source.

False Citations

False citation is attribution to an incorrect or fabricated source; false citation is academic fraud. False citation seriously undermines the integrity of the academic enterprise.

Submitting the Same Work for Multiple Assignments or the Same Work as Another Student's Submitted Work

Students may not submit work (in identical or similar form) for multiple assignments without the prior, explicit approval of all faculty to whom the work will be submitted. This includes work first produced at USD or at another institution attended by the student. Students may not submit work (in identical or similar form) as another student from either a previous or current course as their own.

OK: Discussing online or offline the discussion question topic.

Not OK: Writing an answer together and submitting the same or slightly paraphrased text.

Submitting False Data

False data is information that has been fabricated, altered, or contrived in such a way as to be misleading; the submission of false data is academic fraud.

Falsifying Academic Documentation

Forging or altering academic documentation (including transcripts, signatures, letters of recommendation, certificates of enrollment or standing, registration forms, and medical certifications) concerning oneself or others is academic fraud.

Abuse of Library Privileges

Depriving others of equal access to library materials constitutes a violation of academic integrity. This includes sequestering library materials for the use of an individual or group, refusal to respond to recall notices, and the removal or attempt to remove library materials from any University library without authorization.

Abuse of Shared Electronic Media

Depriving others of equal access to shared electronic media used for academic purposes constitutes a violation of academic integrity. This includes actions that result in the damage or sabotage of computer systems.

Reference

University of San Diego Honor Code (last updated 2017, May). Retrieved from <http://www.sandiego.edu/conduct/documents/Honor-Code.pdf>