

## **Faculty of Applied Science information regarding academic dishonesty:**

<http://appsci.queensu.ca/policy/honesty.php>

<http://www.queensu.ca/calendars/appsci/pg164.html>

[http://www.turnitin.com/research\\_site/e\\_what\\_is\\_plagiarism.html](http://www.turnitin.com/research_site/e_what_is_plagiarism.html)

## **Queen's University information regarding academic dishonesty:**

### **Policy on Academic Dishonesty**

Approved June 22, 1989

<http://www.queensu.ca/secretariat/senate/policies/acaddish.html>

**Definition:** Academic dishonesty includes plagiarism as well as any deliberate attempt to gain advantage. Dishonest practices include fabrication of data, cheating, or uttering by a student of false statements relating to academic work.

**Definition:** Plagiarism means presenting work done (in whole or in part) by someone else as if it were one's own.

Plagiarism should be distinguished from cooperation and collaboration. Often, students may be permitted or expected to work on assignments collectively, and to present the results either collectively or separately. This is not a problem so long as it is clearly understood whose work is being presented, for example, by way of formal acknowledgement or by foot-noting.

The following are some examples of academic dishonesty. As it is not possible to cover every circumstance of academic dishonesty or plagiarism, this list should be considered only as a guide.

1. Examinations and Tests
  - a. Impersonating someone in an examination or test.
  - b. Copying from another student, or making information available to another student.
  - c. Submitting a take-home examination written, in whole or in part, by someone else.
  - d. Failing to obey or comply with examination regulations or instructions of a proctor.
2. Laboratories, Field Work, and Research Reports
  - a. Copying a laboratory or field report, or allowing someone else to copy one's report.

- b. Using another student's data unless specifically allowed by the instructor and the author.
  - c. Allowing someone else to do the laboratory or field work without the knowledge and approval of the instructor.
  - d. Using direct quotations or large sections of paraphrased material in a laboratory or field report, research report, thesis, publication without appropriate acknowledgement. (For additional information refer to Code of Research Ethics, Queen's Gazette Vol. 19, Dec. 8, 1987.)
  - e. Fabricating or falsifying laboratory or research data.
3. Essays and Assignments
- a. Submitting an essay written in whole or in part by someone else as one's own.
  - b. Preparing an essay or assignment for submission by another student.
  - c. Copying an essay or assignment, or knowingly allowing one's essay or assignment to be copied by someone else for the purpose of plagiarism.
  - d. Using direct quotations, or large sections of paraphrased material without acknowledgement.
  - e. Buying or selling of term papers or assignments and submitting them as one's own for the purpose of plagiarism.
  - f. Submitting the same piece of work in more than one course without the permission of the instructor(s).
  - g. Unauthorized removal from the library, or deliberate concealment of, library materials.
4. Official Documents
- a. altering transcripts or other official documents relating to student records.
  - b. misrepresenting one's credentials.
  - c. creating or altering letters of reference.

Individual instructors or academic units will normally point out areas of specific concern not covered above.

Students are encouraged to consult instructors, particularly in specialized fields such as music, studio art, and computing, regarding procedures and use of materials if in doubt about how they may relate to academic dishonesty.