

Academic Honesty

Academic honesty is expected of all students. Cheating, including plagiarism, is a serious breach of our **Code of Conduct**, and will result in immediate consequences.

Cheating may include:

- cheating on a quiz, test or exam, or helping another student to cheat on a quiz, test or exam.
- using electronic devices when otherwise prohibited by the instructor
- copying assignments or allowing another student to copy from your assignments.

Consequences for Cheating:

1. First Offence

Any student found cheating on an assignment, quiz, test or exam will receive a mark of zero (0) for that portion of the course work.

The incident will be documented in writing, and a copy of the incident report will be placed in the student's permanent electronic file.

2. Second Offence

In case of a second offence of cheating, the student may receive a mark of zero (0) **for the course** and may be asked to withdraw from all Vancouver School Board Adult Education Centres. The Centre Principal or Vice-Principal will determine the penalty for the offence.

The incident will be documented in writing, and a copy of the incident report will be placed in the student's permanent electronic file.

If the student is withdrawn from all Vancouver School Board Adult Education Centres, the student may not be permitted to re-register in any academic program offered by the Vancouver School Board through the Continuing Education Division for one calendar year.

What Is Plagiarism?

Plagiarism is a specific form of cheating. Presenting another person's work as your own, **including copying or "cutting & pasting" from the internet**, is plagiarism. It is taking someone's work without giving them proper credit.

Consequences for Plagiarism:

Any student found plagiarizing will automatically receive a mark of zero (0) for that portion of the course work. Multiple incidents of plagiarism in a course will result in withdrawal from the course.

The incident will be documented in writing, and a copy of the incident report will be placed in the student's permanent electronic file.

Further incidents of plagiarism could result in the student being withdrawn from all Vancouver School Board Adult Education Centres. The Centre Principal or Vice-Principal will determine the penalty for the offence.