

## Academic Honesty

Honesty and fairness are expected to be upheld by students, teachers, and staff members of RCIS. This document identifies a summary of offenses and penalties for cases of alleged violations.

### Academic Honesty Offenses

Offenses under this policy include, but are not limited to, cheating, plagiarism, falsification, impersonation and misrepresentation. Academic dishonesty or academic misconduct is any type of cheating that occurs in relation to a formal academic assignment or exam. It can include:

Plagiarism: The adoption or reproduction of original creations of another author (person, collective, organization, community or other type of author, including anonymous authors) without due acknowledgment.

Deception: Providing false information to an instructor concerning a formal academic exercise—*e.g.*, giving a false excuse for missing a deadline or falsely claiming to have submitted work.

Cheating: Any attempt to give or obtain assistance in a formal academic exercise (like an examination) without due acknowledgment.

Impersonation: assuming another student's identity with intent to provide an advantage for the student.

### Penalties

First Offense	The penalty for a first academic offence is normally a grade of "0" on the assignment or evaluation in which the offence occurred.
Second Offense	The penalty for the second academic offence is normally an "F" in the course where the offence occurred. If a second offence takes place you must see the Academic Director if you wish to be accepted back into the class.