

Plagiarism: GCVI Academic Honesty Policy

“The act of taking, using and passing off the thoughts, writings, inventions etc. of another person as one’s own.” *Canadian Oxford Dictionary*

The Guelph Collegiate-Vocational Institute requires academic honesty from all students. Academic dishonesty, including plagiarism and cheating on tests or exams, will result in penalties imposed by the student's teacher. There will be a mark of zero on the assignment.

It is not plagiarism to present other people's ideas in your essay; it is plagiarism to present other people's ideas AS YOUR OWN.

Plagiarism is illegal and punishable by severe penalties. In the business world it can be a source of legal action.

If plagiarism is deemed unintentional, the student shall have the opportunity to rewrite the assignment by an agreed-upon and reasonable date or receive a mark of zero.

DEFINITION

Academic honesty is: submission of the student's own creative, original work using original material only once giving due credit for original facts and ideas of others used within the students' practical, oral, written and electronically produced work.

Plagiarism is: the act of taking, using and passing off the thoughts, writings, inventions etc. of another person as one's own.

Canadian Oxford Dictionary: All sources must be acknowledged in literary compositions, oral presentations, laboratory reports, scientific essays, diagrams and computer reports or software. Plagiarism, intentional or not, is a breach of academic honesty.

A student suspected of plagiarism will be given every opportunity to demonstrate his or her original authorship of the work.

The Solution: Identify all the sources you have used, and give credit for all quotations, ideas and arguments.

Procedures and Penalties

The teacher will meet with student, explain his/her concerns and give the student an opportunity to respond. The teacher will determine whether there has been academic dishonesty and whether it has been deliberate or unintentional.

It is recommended that the Department Head or designate be present at this interview.

- 1) If plagiarism is deemed unintentional, the student shall have the opportunity to rewrite the assignment by an agreed upon and reasonable date or receive a mark of zero.
- 2) If plagiarism is found to be intentional, then the academic penalty will be a mark of zero on that assignment. The student has the right to appeal, as described below.

A student can avoid a course incomplete by completing the assignment for no marks

Here are common examples of plagiarism:

- a direct quote from someone else's work without acknowledgement
- the presentation of someone else's ideas, in your own words, without acknowledgement
- the use of someone else's argument as the basis for your essay.

The decision of the examining board is final.

Appeal Process

A student may request to appear before an examining board of a Vice-Principal and two teachers appointed by the Principal to review the alleged offences. The Board will decide whether the academic dishonesty was:

- (1) committed unintentionally
- (2) committed intentionally
- (3) not committed