

Appendix: Examples of Academic Misconduct

This appendix provides examples of behaviors that constitute academic misconduct. Violations may occur inside or outside of an enrolled class and may benefit the offender or another party. Students should consult their instructors when they are unsure whether a behavior or practice is permitted to complete an assignment (for example, examinations, tests, quizzes, essays, presentations, computer programs, discussion board posts, care plans, patient education materials, lab reports, etc.).

Cheating includes but it is not limited to the following behaviors:

- Unapproved or unauthorized sharing or use of external information to complete graded assignments.
- Copying material or answers from another student.
- Taking an examination or preparing an assignment for another student in whole or in part.[^]
- Permitting another student to take one's own examination or prepare one's own assignment in whole or in part.
- Removing materials from an examination location to make them accessible for unauthorized sharing.
- Continuing to complete an examination or assignment after an instruction has been given to cease inputting responses.
- Unapproved or unauthorized collaborating to complete a graded assignment.
- Inappropriately obtaining, distributing, receiving, or utilizing previously graded academic materials (eg. test, cases, laboratory results).^{^*}
- Acquiring, possessing, or using information or tools (such as phones, calculators, or cheat sheets) prohibited for use by a course instructor to complete an assignment or tests.
- Committing any act that potentially results in an unfair advantage over other students for completing a graded assessment.

Plagiarism includes but is not limited to the following behaviors:

- Self-plagiarizing, or submitting work in one course that has already been submitted (in part or in full) for another course without permission of the instructor.
- Hiring or otherwise incentivizing someone to complete one's assignment in whole or in part.
- Submitting material that was developed or created by, but not attributed to, another person, AI program, or company.
- Borrowing words, ideas, data, images, graphics, or audio material from a source and representing this material as one's own by
 - Not giving credit (or complete source information for the ideas)
 - Not providing source information
 - Not providing complete source information
 - Not employing quotation marks or other mechanics to indicate where borrowed content is being used
 - Not providing citations (such as page numbers) for paraphrased content
 - Mixing directly quoted material into paraphrased material without using quotation marks material
 - Misattributing quoted or paraphrased material to an incorrect source

Note: Behaviors such as these will be considered plagiarism whether they are intentional or unintentional and if they appear in any form or format, including but not limited to written, electronic, oral, and graphic formats. These behaviors will be considered plagiarism whether they appear in work submitted for a course grade or in work produced for WNE's educational partners at internship, practica, or industry sites.

Falsification and Fabrication include but are not limited to the following behaviors:

- Falsifying or altering data used to complete assignments or projects.
- Inventing or altering results of laboratory experiments.
- Falsifying or altering clinical reports and/or other patient related notations.
- Forging or altering grades, transcripts, signatures, permissions, or university forms or documents.*
- Misrepresenting academic credentials on a resume, curriculum vita, or application for a professional position.^
- Falsifying or altering academic records.*
- Falsely claiming illness or accessibility needs that result in deferred due dates or other unfair advantages for completing exams or assignments.

Other forms of academic misconduct include but are not limited to the following behaviors:

- Assisting a fellow student in committing an act of academic misconduct.
- Accessing computer files or drives without permission of their owner.*
- Tampering with academic resources of others including books, notebooks, and equipment.^
- Selling or profiting from providing course materials or lectures to other students without permission of the instructor.*^
- Misusing or defacing academic resources or materials.^
- Sharing unauthorized copies of exams, quizzes and other assessments.*^

*Examples of behaviors that may be considered egregious. Egregious infractions are not limited to these examples, and for any behavior context also determines egregiousness, including

- Level of course and weight of assignment
- Scope (for example, of distribution of unauthorized materials or range of falsified data)
- Whether infractions are multiple, persistent, or compounded by further attempts to mislead

^Examples of behaviors that may occur outside the context of a course. These are not the only examples.

This document was last updated on February 28, 2023. Suggestions for adjustments or additions to the list above should be sent to the chair of the Academic Standards Committee of the Faculty Senate.

Western New England University acknowledges the University of Massachusetts Amherst for some examples and inspiration for appendix organization: "Appendix B: Examples of Academic Dishonesty." Academic Honesty Policy. Senate Document No. 16-038A. Pp. 12-13. University of Massachusetts Amherst. 2022. umass.edu/dean_students/academic_policy. Accessed 8 November 2022.