

Procedure 3.0917

Academic Dishonesty Procedure

Students enrolled at Beaufort County Community College are expected at all times to uphold standards of integrity. Students are expected to perform honestly and to work in every way possible to eliminate academic dishonesty by any member of the institution.

Academic dishonesty is the use of unauthorized assistance in an attempt to deceive an instructor or other person who is assigned to evaluate the student's work in meeting course or degree requirements; or actions that interfere with the ability of the instructor to judge the work of the students or other students fairly. Academic dishonesty includes cheating, plagiarism, and presenting assignments that are created or generated, in whole or in part, by an artificial intelligence tool, platform, or software and presented as one's work. Attempts at academic dishonesty will be viewed as an attempt to defraud the College and may result in permanent expulsion.

Cheating is an attempt to deceive the instructor in the effort to evaluate fairly an academic exercise. Cheating includes copying another student's homework, classwork, or required project (in part or in whole) and handing it in as one's own work; giving, receiving, offering, and/or soliciting information on a quiz, test, or exam; or plagiarism.

Plagiarism is the copying of any published work such as books, magazines, audiovisual programs, electronic media, and films, or copying the theme or manuscript of another student. It is plagiarism when one uses direct quotations without proper credit and when one uses the ideas of another without giving proper credit. When three or more consecutive significant words are borrowed, the borrowing should be recognized by the use of quotation marks and proper parenthetical and bibliographic notations.

If upon investigation the administrator or instructor determines that a student is guilty of academic dishonesty, the following penalties will apply:

- The student will receive a penalty of no less than zero on the work.
- The instructor will complete a written report of the incident using the [Academic Dishonesty Report Form](#), obtain signatures from their Dean/Director and the Vice President of Academic Affairs/Vice President of Continuing Education, and submit the report to the Vice President of Student Services.
- The Vice President of Student Services will determine whether further disciplinary action is warranted.
- All decisions may be appealed for review by the Student Appeals Committee.

References

Legal References: *Enter legal references here*

Cross References: [Academic Policy](#)

History

Leadership Council Review/Approval Dates: 11/3/2023

Senior Staff Review/Approval Dates: 9/21/2015; 3/06/2017; 10/11/2023

Board of Trustees Review/Approval Dates: *Enter date(s) here*

Implementation Dates: *Enter date(s) here*