

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 consists of any deliberate attempt to falsify, fabricate or otherwise tamper with data, information, records or any other material that is relevant to the student's participation in any course, laboratory, or otherwise academic exercise or function. 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 cheating or plagiarism, the following penalties will apply:

- The student will receive a penalty of no less than zero on the work.
- The instructor will submit a written report of the incident using the [Academic Dishonesty Report Form](#) 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.

Procedure

References

Legal References: *Enter legal references here*

SACSCOC References: *Enter SACSCOC references here*

Cross References: [Academic Policy](#)

History

Senior Staff Review/Approval Dates: 9/21/15, 03/6/17

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

Implementation Dates: *Enter date(s) here*