

**ACKNOWLEDGEMENT OF STANDARDS OF
ACADEMIC INTEGRITY**

Name: _____

**PLEASE
SIGN AND TURN
IN BY 01/30/2012**

Academic Integrity

Please ensure that all of your work is done with the utmost integrity. Based on the *Marshall Instructional Guide & Procedures Handbook*, the following represent behavior that would be judged academically dishonest. This list is not intended to be exclusive or exhaustive.

1. Examination Behavior: Any use of external assistance during an examination, including, but not limited to the following:
 - Communicating with another student.
 - Copying material from another student's examination.
 - Allowing another student to copy from your examination.
 - Using unauthorized notes or aids.
2. Fabrication: Any intentional falsification or invention of data or other information
3. Plagiarism: The appropriation and subsequent use of another's ideas or words as your own. If another person's ideas or words are used, acknowledgement of the original source must be made. **If more than three consecutive words are used from a source, these must be (a) put in quotation marks or indented as an extended quotation and (b) cited explicitly.** It is NOT sufficient to merely cite the source when a direct quotation is used.
4. Other Types of Academic Dishonesty include, but are not limited to:
 - Submitting a paper (or parts thereof) written by or obtained from another individual.
 - Using a paper or essay in more than one class, without the instructor's express permission.
 - Obtaining a copy of an examination in advance, without the knowledge or consent of the instructor.
 - Using another person to complete class assignments, without the knowledge or consent of the instructor.
5. Any lies and misrepresentations, including but not limited to, signing in for an in-class activity after arriving late (even by a few minutes) for the class or leaving before the end of the class.

Please note that excessive use of quotations—even if identified and cited properly—is strongly discouraged. As indicated on p. 19 of the syllabus:

No applications paper containing more than 15% directly quoted material is eligible for a score of 70% or higher. No paper with more than 20% quoted material will receive more than 50%. Any paper with more than 25% quotations will receive a score of 0.

Appendix F of the syllabus discusses strategies for paraphrasing and the selective and judicious use of quotations.

I have read and understood the above:

Signature

Date