

Biola Youth Academics Honesty Policy

Minimum of one parent signature required. One form per student

Please submit this form directly to the class instructor/tutor

Proverbs 10:9 ESV

“Whoever walks in integrity walks securely, but he who makes his ways crooked will be found out.”

Academic integrity (honesty) is academic work in which the ideas and the writing of others are properly cited; tests and assignments are submitted without any unauthorized assistance; no unauthorized assistance is provided to the work of others; and student’s research or accomplishments are reported accurately.

For example, any time you use information from any source, be it a book, website, audio source, etc., you must provide a citation of acknowledgement of the original source as instructed by the tutor or instructor. Work done on homework, exams, tests, or quizzes should be the sole effort of the individual student and should not contain any answers or responses that have been knowingly obtained from someone else, a solutions manual, or an answer key.

Academic dishonesty is the deliberate attempt to misrepresent individual efforts, whether in writing, audio-visual representation, or oral presentation. Issues of plagiarism are specific examples of academic dishonesty. Plagiarism is claiming someone else’s ideas, words, or information as your own or using them in any way without accurate and complete acknowledgement or citation. In minor cases, it can be the simple quotation of a sentence or two without quotation marks and without a citation to indicate the true author. In the most serious cases, plagiarism reproduces a significant portion of an entire work written by someone else.

Other examples of academic dishonesty:

- Purchasing a previously written or provided research paper from an on-line service and submitting it as your own work
- Using single word substitutions (e.g. “less” for “fewer”), reversing the order of a sentence, or merely using an ellipsis (i.e. ...) in an attempt to change the text for the author’s use without appropriate attribution
- Copying directly from solutions manuals or answer keys
- Reformatting a text without appropriate attribution.
- Removal of the true author(s) name(s) and substituting the plagiarist’s name
- Having someone else write a paper for you and turning it in as your own work, or writing a paper for someone else
- Using published materials word-for- word, without citation or quotation marks, as all or part of work submitted as your own (paper or media text)
- Close, deliberate paraphrase of another’s work, published or unpublished, without acknowledgement
- Turning in a paper previously written for another course (unless approved by the instructor or tutor), or one paper for two current courses, without permission of the instructors or tutors
- Deliberately using false citations to give the appearance of acknowledgement and research

Detection of Plagiarism:

Biola Youth Academics authorizes individual instructors and tutors to use computer search mechanisms to identify and verify examples of plagiarism prior to disciplinary action. Detection may also include verification of duplicated student work, current or previous.

Disciplinary Results from Academic Dishonesty or Plagiarism:

The consequence for academic dishonesty or plagiarism in Biola Youth Academics is minimally a score of “0” on the assignment and possibly dismissal from the class. Repeated dishonesty can result in suspension or expulsion.

We have read and understand Biola Youth Academics’ policy regarding academic honesty and the consequences that will result from failure to adhere to said policy.

Parent signature _____ Date _____

Student signature _____ Date _____