**Academic Dishonesty Policy (High School)**

**Plagiarism on Summative Assignments**

To submit to your teacher a paper that is not truly the product of your own mind and skill is to commit plagiarism. Plagiarism is the act of stealing the ideas and/or expression of another and representing them as your own. It is a form of cheating.  Plagiarism on a formative assignment will be used for instructional purposes; all formative work leads to students doing summative assignments competently.  Students will be required to redo those formative assignments that have evidence of plagiarism.

Plagiarism can take several forms:

1. The most obvious and serious form is word-for-word copying of someone else’s work, in whole or in part, without acknowledgment, or proper citation using APA or MLA format.

2. A second form of plagiarism is the unacknowledged paraphrasing of the structure and language of another person’s work. Changing a few words of another’s composition, omitting a few sentences, or changing their order does not constitute original composition. If such borrowing or paraphrasing is ever necessary, the sources must be indicated by proper citation.

3. Another form of plagiarism is more difficult to define. It consists of writing a theme based solely on the ideas of another. Even though the language is not the same, if the thinking is clearly not your own, then you have committed plagiarism. (Abridged from the English Department at Ohio State University)

4. Additional forms of plagiarism include:

a. Copying and pasting from on-line or print sources without providing proper credit.

b. Using on-line paper suppliers or cheat sites.

**Consequences for Plagiarism**

Plagiarism is considered a serious offense at Lisbon Regional. Offenses will result in the following consequences:

***First Offense - minor:***

* The original assignment will receive an N (with a comment) and the student will need to redo the assignment, or complete another assignment, at a 3 or higher level to show that he/she is competent
* The student will be placed on the N List for 3 weeks
* An apology shall be given in person to the staff or students directly affected by the offense
* Parents/Guardians will be notified
* Teachers who have/will have the student will be notified

***First Offense - major***

* The original assignment will receive an N (with a comment) and the student will need to redo the assignment, or complete another assignment, at a 3 or higher level to show that he/she is competent
* The student will be placed on the N List for 6 weeks
* The guidance counselor will report the infraction to colleges during the application process, if the violation is deemed a serious violation of the policy.
* Parents/Guardians will be notified
* Teachers who have/will have the student will be notified
* An apology shall be given in person to the staff or students directly affected by the offense

***Second or More offenses***

* The student will receive no credit for the course and it will show as a WF “Withdrawn Failing” on the transcript
* The student will be placed on the N list for 9 weeks
* The guidance counselor will report the infraction to colleges during the application process
* Parents/Guardians will be notified
* Teachers who have/will have the student will be notified
* An apology shall be given in person to the staff or students directly affected by the offense

**Cheating on Formative and Summative Assignments**

Cheating is any activity in which a student deliberately misrepresents his or her actual academic achievement.

Cheating includes:

1. Copying the work of another and presenting it as your own.
2. Helping another student to cheat, plagiarize, misrepresent, or otherwise engage in academic dishonesty.
3. Asking, persuading, or coercing another student to engage in any form of academic dishonesty.

**Consequences for Cheating**

Cheating is considered a serious offense at Lisbon Regional School.  Offenses may result in the following consequences, at the administrator’s discretion.

* The student will receive two days of detention - first offense
* The student will receive two days of in school suspension - second offense
* The student will receive three days of out of school suspension - third or more offense
* Parents/Guardians will be notified
* An apology shall be given in person to the staff or students directly affected by the offense
* **Variables for Determining the Severity of the Offense**
* Repetition (prior incidents)
* Collusion with other students
* Type of assignment
* Type of violation
* Seriousness of offense
* Contrition of student
* Cooperation of student after accusation
* Premeditation of offense
* Degree of effect on school community

*This policy was developed based on work done by Hanover High School and used with permission.*