

Poudre High School IB Program Plagiarism/Cheating Policy

In education, we are continually studying the ideas of others. It is important, in our speaking and writing, that we acknowledge these ideas and give credit where it is due. **Plagiarism is using other people's ideas and words without clearly stating the source of that information.** Plagiarism and cheating are serious offenses and will be punished accordingly. The following are examples of plagiarism and cheating:

1. Copying someone else's assignment or allowing someone else to copy your assignment.
2. Substituting synonyms for someone else's word choices or restating someone else's ideas in your own words without giving credit to the original source.
3. Handing in another individual's work as your own.
4. Dividing questions on an individual assignment so that several students answer a portion of the assignment, and then permitting each other to copy answers. Although group work and cooperative learning are often encouraged, individual assignments must remain the work of the individual student. **Always ask your teacher if an assignment may be completed with others and turned in as such. Do not assume it is allowed.**
5. Copying sentences, phrases, paragraphs, or pages from books, web sites, or other sources **without citing the source and providing documentation.** This includes paraphrasing. Writing should be either original or attributed.
6. Using plots, characters, theories, opinions, concepts, designs, and even ideas from other sources (people, books, films, music recordings, television, or any other media) and presenting them as your own work without properly attributing them.
7. Taking answers from a classmate's quiz or test paper, using a cheat sheet, or sharing answers during a testing situation.
8. Falsifying data, conclusions, and answers and presenting them as fact.

Plagiarism and cheating have no place in the academic arena, and they are in violation of the PSD Code of Conduct. The following penalties will apply for such actions:

1. The student(s) will earn a zero on the assignment, project, or test. The student(s) who contributed to the offense (i.e. shared information or answers) will also earn a zero, whether or not the student benefited personally from the information. Parents or guardians will be notified, and both the IB Director and the appropriate counselor(s) will be informed.
2. An explanation of the incident will be included in the PSD student disciplinary file. Should a student ever accumulate two incident reports, a meeting with the student, parent or guardian, counselor and/or IB Director will be scheduled to determine further disciplinary action.
3. In accordance with the PSD Code of Conduct, students found guilty of plagiarism and/or cheating may be suspended.
4. **Two incidents of plagiarism or cheating may result in being dropped from the IB Program. Incidents are cumulative from grades 9 –12.**
5. **Students found guilty of plagiarism/cheating on IB DP assessments and/or their Extended Essay are not eligible to earn an IB Diploma; see "General Regulations: Diploma Programme" for specifics. This includes falsification of CAS information.**