

# **Chamblee Charter High School (CCHS) Academic Honor Code**

## **Preface**

**The mission of Chamblee Charter High School is to foster excellence by promoting the intellectual, moral, social, and physical growth of every student.**

To support this mission, the Academic Council, responsible for curriculum and instructional issues, conducted several surveys (2004-2008) concerning academic integrity. The gathered data repeatedly revealed significant problems with academic honesty, and clearly indicated that academic dishonesty would severely compromise and damage our moral, ethical, and educational standards if left unchecked. Consequently, following the directives of **CCHS Charter (Plan for Improvement)**, reducing academic dishonesty became the responsibility of the Academic Council. To this end, **CCHS Academic Honor Code** was developed by incorporating many of the existing academic honesty expectations directly from the CCHS Student/Parent Handbook. A single document was created and will be provided for each student to be signed by the student and parent(s).

## **Definition**

**The Honor Code of CCHS is that every student is honor bound not to lie, cheat, or steal.**

Academic dishonesty can take many forms. At CCHS, the following terms may be used to describe academic dishonesty:

- 1. Lying** is the student's intentional falsification or denial of facts or the creation of a false impression.
- 2. Cheating** is:
  - giving, receiving, or attempting to give or to receive unauthorized assistance.
  - representing another's work as being one's own. Examples include: giving or sharing information on a test, quiz, homework, or project; copying another student's work of any kind; providing or receiving of answers to test or quiz questions to someone who has not taken the test or quiz; turning in work for credit that is not one's own.
- 3. Stealing** is the taking or receiving of anything without the consent of the owner.
- 4. Plagiarism** is the use and passing off as one's own ideas or writings of another and claiming them as one's own.

## **CCHS Academic Honor Code**

If students are aware of an honor code violation, they are obligated to report the violation to a teacher or administrator. Teachers and administrators are responsible for both handling and maintaining records of Honor Code violation.

The following actions are considered academically dishonest and will be handled by the teacher and administrator.

1. Using unauthorized materials in a quiz, test or examination situation
2. Receiving unauthorized information on a quiz, test or examination
3. Knowingly giving information to another student concerning the content(s) of a quiz, test, examination, or homework
4. Giving specific questions/answers to a student who has not yet taken a quiz, test, examination, or completed an assignment
5. Turning in someone else's work to receive credit
6. Plagiarizing

*Plagiarism\* occurs when a student, with intent to deceive or with reckless disregard for proper scholarly procedures, presents any information, ideas or phrasing of another as if they were his/her own and/or does not give appropriate credit to the original source. Proper scholarly procedures require that all quoted material identified by quotation marks or indentation on the page, and the source of information and ideas, if from another must be identified and be attributed to that sources. Students are responsible for learning proper procedures.*

Plagiarism charges can be brought against a student for the following offenses:

1. Copying, quoting, paraphrasing, or summarizing from any source without adequate documentation
2. Purchasing a prewritten paper (either by mail or electronically)
3. Any form of ghostwritten assignments
4. Submitting as your own someone else's published/unpublished work, either with or without permission

\*<http://library.duke.edu/research/plagiarism>

## **Consequences of Academic Dishonesty**

CCHS Students are expected to adhere to academic honesty. Student(s) involved in any academic dishonesty will:

1. receive a grade of **zero**, and that student will be **required** to write an essay\*\* which must contain no fewer than 500 words. Moreover, the teacher will set up and conduct a conference with the student and the parent(s) discussing the seriousness of the offense.
2. be **reported** by the teacher to the Instructional and Discipline Principals.
3. be **considered** for dismissal from the National Honor Society, Beta Club, and other honor organizations.
4. not be **eligible** during that academic year to receive a Student of Distinction Award, an Academic Letter, or any other award which would diametrically oppose academic honesty.

**Footnotes:**

\*\*CCHS values honesty and learning; consequently a dishonest student will be required:

- to submit an essay of no fewer than a 500 words explaining why the student committed this offense (due date to be determined by the teacher). This essay should serve as a character-developing vector, and include a discussion of values—especially those that emphasize the importance of making correct moral and ethical choices. The violation of trust has far reaching consequences that not only involve the offender, but also his/her classmates, parents, and CCHS.
- The parent(s) of the student should review the essay before it is submitted to the teacher. The parent(s), teacher, and student will discuss the offense and the essay during the meeting.

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I have read and understand the CCHS Academic Honor Code.

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Parent(s) Signature and Date

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Print the Student's Name

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Student's Signature and Date

